

END: 10 FEB 75

NOTIFICATION OF PERSONNEL ACTION							
1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)					
45-361		PICKS CALVIN W					
3. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT	
UNDER CIA RETIREMENT AND DISABILITY SYSTEM AND CANCELLATION OF NSCA				12/22/74		REGULAR	
6. FUNDS		7. FAN AND NSCA		8. CSC OR OTHER LEGAL AUTHORITY			
y		5222 4116		PL 89-648 SECT 231			
V TO V		V TO CF					
CF TO V		CF TO CF					
9. ORGANIZATIONAL DESIGNATIONS				10. LOCATION OF OFFICIAL STATION			
11. POSITION TITLE				12. POSITION NUMBER		13. SERVICE DESIGNATION	
MATCH OFFICER				11025		AAA	
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE	
GS		132.7		13 3		27542	
18. REMARKS							
SIGNATURE OR OTHER AUTHENTICATION							

SECRET

(If Not Filled In)

REQUEST FOR PERSONNEL ACTION

DATE PREPARED

24 January 1975

1. SERIAL NUMBER 056361		2. NAME (Last-First-Middle) HICKS, Calvin W.		3. DUTY STATION OOB 1700 HOURS	
4. NATURE OF PERSONNEL ACTION Retirement (Disability) Under CIA Retirement & Disability System & Cancellation of NSCA				5. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 12 27 74	
6. FUNDS X V TO V O TO V				7. PAN AND NSCA 5222-4116 0000	
8. LEGAL AUTHORITY (Completed by Office of Personnel) Public Law 88-643, Section 231					
9. ORGANIZATIONAL DESIGNATIONS DDO/Operations Staff Intelligence Group Intelligence Watch Branch				10. LOCATION OF OFFICIAL STATION Wash., D. C.	
11. POSITION TITLE Watch Officer (14)				12. POSITION NUMBER BJ25 0947	
13. CAREER SERVICE DESIGNATION DAA					
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS		15. OCCUPATIONAL SERIES 0132.07		16. GRADE AND STEP 13 9	
17. SALARY OR RATE 26,180		27,632			
18. REMARKS LWD: 27 December 1974 Orig - CNG/MID 1 - Payroll 1 - OPS/SP Co-ordinated with Paul Seidel/ROB 30 January 1975. <i>with leave R. Ball</i> <i>Wanda L. Plump</i> <i>27/1/75</i>					
19A. NAME OF REQUESTING OFFICIAL S. G. Harding, C/OPS/SP		DATE SIGNED 24/01/75		19B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>[Signature]</i>	
DATE SIGNED 27/1/75					
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE 45	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC ALPHABETIC	22. STATION CODE	23. INTEGRITY CODE	24. HOUSING CODE 1
25. DATE OF BIRTH MO DA YR 11 08 24	26. DATE OF GRADE MO DA YR	27. DATE OF LEI MO DA YR	28. DATE OF RETIREMENT MO DA YR	29. SPECIAL REFERENCE 1-YES 2-NO	30. RETIREMENT DATA CODE 0, 11E, 00, 0, 0
31. SEPARATION DATA CODE TYPE 0, 11E, 00, 0, 0	32. CORRECTION/CANCELLATION DATA MO DA YR	33. SECURITY REQ NO.	34. SEX	EOD DATA	
35. VET PREFERENCE CODE 0-NONE 1-5 PT. 2-10 PT.	36. SERV COMP DATE MO DA YR	37. LONG. COMP DATE MO DA YR	38. CAREER CATEGORY CAR/RESV PROV/TEMP	39. FEGLI/HEALTH INSURANCE CODE 0-WAIVER 1-YES 2-NO	40. SOCIAL SECURITY NO.
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NONE 1-BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE 1-YES 2-NO	44. STATE TAX DATA FORM EXECUTED CODE 1-YES 2-NO	45. NO. TAX EXEMPTIONS CODE 1-YES 2-NO	46. STATE TAX DATA CODE 1-YES 2-NO
45. POSITION CONTROL CERTIFICATION 02-27-75 07 FEB 1975			46. APPROVAL <i>[Signature]</i> DATE APPROVED 1/30/75		

FORM 1152

USE PREVIOUS EDITION

SECRET

CLASSIFIED BY 01-0332

EX-2
APDR

(4)

ADMINISTRATIVE - INTERNAL USE ONLY

MEMORANDUM FOR : Chairman, Board of Medical Examiners

SUBJECT : Request for Medical Evaluation -
Mr. Calvin W. Hicks

1. Subject, a participant in the CIA Retirement and Disability System, has applied for disability retirement under the provisions of Section 231 of Public Law 88-643, Central Intelligence Agency Retirement Act of 1964 for Certain Employees. It is requested that a medical examination be arranged for Subject and that a written report of the Board of Medical Examiners as prescribed in paragraph f. (4) of HR 20-50 be submitted to the Director of Personnel.

2. Attached are copies of the Supervisor's Statement, the Application for Disability Retirement, and a private physician's statement.

3. Subject intends to remain on duty until a decision is made regarding his application for disability retirement.

R. L. Austin, Jr.
Deputy Director of Personnel
for Special Programs

Attachments:

- a. Supervisor's Statement
- b. Application
- c. Physician's Statement

Distribution:

- 0 & 1 - Addressee
- 1 - D/Pers
- 1 - OPF
- 1 - ROB Soft File
- 1 - ROB Reader

OP/RAD/ROB/P Reid:lat/3257 (4 November 1964)
ADMINISTRATIVE - INTERNAL USE ONLY

Administrative - Internal Use Only

10 December 1973

MEMORANDUM FOR: Chief, Career Management Group

SUBJECT: Promotion of Mr. Calvin W. Hicks

1. I would solicit Career Management Group and the Promotion Panel to consider the overall career of Calvin W. Hicks when deciding on the current cycle of promotions from GS-13 to GS-14.
2. After Mr. Hicks EOD in 1950, he advanced rapidly in three years to GS-11. He was promoted to GS-12 in 1956, six years later to GS-13 in 1962, and since then has been almost 12 years in grade. He has had overseas tours with FE and NE Divisions, has served as a training instructor, on a PM task force, and with Miami Ops and area branches in WH. In these assignments he consistently received Strong ratings. Despite a largely paramilitary background, in 1967 he adjusted to the intelligence production cycle and developed the skills of an operations officer doing operations-oriented reports work in the Intelligence Watch. As of this date he has the longest continuity in the Intelligence Watch and is rated as a mature and thoughtful individual who exercises excellent professional judgment. He was recommended for promotion from GS-13 to GS-14 in April 1968 and in April 1969. In 1970 he was recommended for a QSI by FI Chief, Peer deSilva. He was again recommended for promotion in March 1971, in November 1972, and in November 1973.
3. Admittedly, promotions are competitive and the rankings are relative and must be adjusted to the headroom available. The overall history of his career would seem to argue the equity of granting the often recommended promotion to Mr. Calvin Hicks as he nears the end of a career. Mr. Hicks is 49 years old and has a family of five children. He has a medical hold which will not allow him to serve overseas at this time and he therefore, contemplates retirement at age 50 (in late 1974). He is and will be until then a valuable member of the Intelligence Watch.
4. I recommend that the promotion which has escaped him in the last decade be granted at the time of this year's promotion cycle.

L. A. Campbell
L. A. Campbell
Chief, Operations Staff

Administrative - Internal Use Only

13 November 1973

MEMORANDUM FOR: Career Management Group
Mid-Career Officer Branch


SUBJECT : Recommendation for the Promotion of Calvin W. Hicks (056361)
to GS-14

1. I would again like to recommend the promotion of subject officer from GS-13 to GS-14. Mr. Hicks has been with the Intelligence Watch since June 1967 and his performance has been characterized consistently by exceptional proficiency. He serves on a rotating schedule with seven other officers doing identical work, some of whom are currently in GS-14.

2. A medical hold has precluded any further overseas assignments and for this reason his stay in IW has been extended until November 1974, when he will be 50-years-old at which time he plans to retire under the Agency retirement system.

3. Mr. Hicks' resourcefulness and ability to apply the multitude of reporting instructions and techniques have been convincingly demonstrated in crisis situations such as the recent Chilean coup and the Middle-Eastern crisis. He has consistently displayed initiative and good judgment in meeting unforeseen crisis with rapid and effective action and has clearly demonstrated his ability to continuously adjust to rotating shifts and the irregular flow of traffic.

4. For his sustained high level of performance in 1972 Mr. Hicks received a quality step increase in recognition and as proof of the high esteem in which he is held by his superiors. He occupies a GS-14 slot. His promotion is again recommended in recognition of his long years of Agency service.


Joseph A. Procaccino
C/OPS/INT/IW


Concur: Eloise R. Page, C/OPS/INT

E2 IMPDET CLBY 002025

Calvin Hicks

SECRET

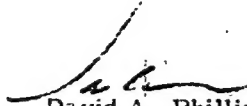
26 September 1973

MEMORANDUM FOR: Chief, Operations Staff

SUBJECT: Appreciation of IW Performance During
Chilean Upheaval

1. The officers of the Intelligence Watch (IW) performed admirably in swiftly processing the heavy flow of intelligence engendered by the recent political upheaval in Chile. In many instances, reports were in the hands of customers in the intelligence community within minutes of being filed in Santiago.

2. Please extend to the IW officers concerned the appreciation of this Division for their fine performance. I suggest that a copy of this memorandum be placed in the personnel folder of each of the officers concerned.



David A. Phillips
Chief, Western Hemisphere Division

E2 IMPDET
CL BY 039964

SECRET

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

CJCS 67/21/73

1. SERIAL NUMBER 056361		2. NAME (LAST-FIRST-MIDDLE) HICKS CALVIN W		4. EFFECTIVE DATE MO: 07 DA: 01 YR: 73		5. CATEGORY OF EMPLOYMENT	
3. NATURE OF PERSONNEL ACTION REASSIGNMENT				7. FAN AND NLA 4222 4116 0001		8. CSC OR OTHER LEGAL AUTHORITY	
6. FUNDS		X V TO V CF TO V		V TO CF CF TO CF			
9. ORGANIZATIONAL DESIGNATIONS DDO/FI STAFF				10. LOCATION OF OFFICIAL STATION WASH., D.C.			
11. POSITION TITLE WATCH OFFICER				12. POSITION NUMBER 0947		13. CAREER SERVICE DESIGNATION D	
14. CLASSIFICATION SCHEDULE (GS, EB, etc.) GS		15. OCCUPATIONAL SERIES 0132.07		16. GRADE AND STEP 13		17. SALARY OR RATE	
18. REMARKS							
SIGNATURE OR OTHER AUTHENTICATION J.F. BLANK							

Use Previous

SECRET

"E 2 IMPDET CL BY 007622"

(4-5)

SECRET

13 APR 1972

MEMORANDUM FOR: Calvin W. Hicks

SUBJECT : Quality Step Increase

1. I was pleased to learn that you have been granted a Quality Step Increase. Such recognition is proof of the high esteem in which you are held by your supervisors in the Clandestine Service.

2. Please accept my personal best wishes. I am confident that your future performance will be of a continuing high quality.

/s/ Carl Meyer, Jr.
For
Thomas H. Karamessines
Deputy Director for Plans

CSPS/SOB/Hileberman;rv(11Apr72)

Distribution:

Orig - Addressee
1 - OP/Files
2 - DDP/Registry
1 - S/SOD
1 - C/SOD/Pers
1 - CSPS/Subject File

SECRET

CONFIDENTIAL

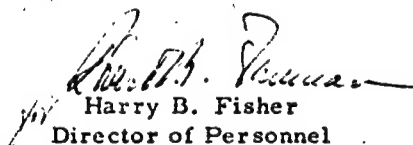
10 APR 1972

MEMORANDUM FOR: Secretary, DDP/QSI - HMA Panel

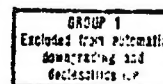
SUBJECT : Notification of Approval of
Quality Step Increase -
Calvin W. Hicks

1. I am pleased to send to you the attached
official notification of the approval of the Quality Step
Increase which you recommended for this employee.

2. As this award is designed to encourage
excellence by recognizing and rewarding the employee,
may I ask that you arrange to have this Quality Step
Increase presented at an appropriate ceremony.


Harry B. Fisher
Director of Personnel

CONFIDENTIAL



SECRET

DEC 1971

MEMORANDUM FOR: Chief, Foreign Intelligence Staff
SUBJECT : Intelligence Watch Assistance to
European Division

1. As I am preparing to leave the European Division, a note of appreciation is in order for the services rendered to us for the four years of my tenure here by the officers of the Intelligence Watch.

2. At a time of increasingly complicated intelligence collection and reporting problems, our Agency has come of age. We have recognized that information often cannot be allowed to wait for attention until sunrise, and that we must be able to respond to national needs and world events around the clock. The Intelligence Watch, more than any other single institution, has made it possible for us to do this. We have benefited from its cooperation particularly under strained reporting conditions -- during Presidential trips abroad, for instance -- but have also found IW's presence and judgment helpful at other times. I know that my staff relied on IW extensively.

3. I am making a point of recognizing this because the Intelligence Watch -- a bit like our Agency as a whole -- is apt to get more attention with an occasional slip than with a record of continuing accomplishment and success in coping with problems. From what I have been able to observe, the job has been well done.

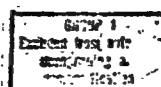
4. I hope you will bring this memorandum to the attention of those concerned.

John L. Hart
John L. Hart
Chief
European Division

Joseph Procaccino
Walter Kuzmuk
Robert Heron
James Pekich
Frank Levy

Howard Orr
✓ Calvin Hicks
George Papadopolos
Robert Sawicki
Pat Coble

SECRET



SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION						DATE PREPARED 22 December 1971	
1. SERIAL NUMBER 056361		2. NAME (Last-First-Middle) Hicks, Calvin W.					
3. NATURE OF PERSONNEL ACTION Reassignment				4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 12 23 71		5. CATEGORY OF EMPLOYMENT Regular	
6. FUNDS X V TO V O TO V		V TO O O TO O		7. FINANCIAL ANALYSIS NO. CHARGEABLE 2222-4116		8. LEGAL AUTHORITY (Completed by Office of Personnel)	
9. ORGANIZATIONAL DESIGNATIONS DDP/FI Staff Intelligence Group Intelligence Watch				10. LOCATION OF OFFICIAL STATION Washington, D. C.			
11. POSITION TITLE Watch Officer (14)				12. POSITION NUMBER 0947		13. CAREER SERVICE DESIGNATION D	
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS		15. OCCUPATIONAL SERIES 0132.07		16. GRADE AND STEP 13 7		17. SALARY OR RATE 21,313	
18. REMARKS Reassigned from Position FI/INT/IW 1032 Distribution: Orig. - CSPS/SOB 1 - FI/Pers HB: SOD							
19A. SIGNATURE OF REQUESTING OFFICIAL S. G. Harding C/FI/SG				DATE SIGNED 22 Dec 71		19B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER H. J. Leberman	
DATE SIGNED 12-23-71							
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
20. ACTION CODE		21. OFFICE CODING NUMERIC ALPHABETIC		22. STATION CODE		23. INTEREST CODE	
24. MOOTHS CODE 1		25. DATE OF BIRTH MO. DA. YR. 11 28 24		26. DATE OF GRADE MO. DA. YR.		27. DATE OF LEI MO. DA. YR.	
28. NTE EXPIRES MO. DA. YR.		29. SPECIAL REFERENCE -CSC -OIGR -FICA -NONE		30. RETIREMENT DATA CODE		31. SEPARATION DATA CODE	
32. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.		33. SECURITY REQ. NO.		34. SEX		EOD DATA	
35. SET PREFERENCE CODE 8-NONE 1-5 PT. 2-10 PT.		36. SERV COMP DATE MO. DA. YR.		37. LONG COMP. DATE MO. DA. YR.		38. CAREER CATEGORY CODE 1-YES 2-NO	
39. FEGLI HEALTH INSURANCE CODE 1-NATIVE 2-PT 3-REG OPT 4-UNAVAILABLE		40. SOCIAL SECURITY NO.		41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-BREAK IN SERVICE (LESS THAN 3 YEARS) 2-BREAK IN SERVICE (3 TO 5 YEARS) 3-BREAK IN SERVICE (MORE THAN 5 YEARS)		42. LEAVE CAT CODE	
43. FEDERAL TAX DATA CODE NO. TAX EXEMPTIONS		44. STATE TAX DATA CODE NO. TAX EXEMPTIONS		45. POSITION CONTROL CERTIFICATION 12-23-71		46. OP APPROVAL H. J. Leberman	
DATE APPROVED 12-23-71							

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

(4)

5 MARCH 1971

Not approved

MEMORANDUM FOR: SECRETARY, CSPS/SECTION A

SUBJECT: RECOMMENDATION FOR THE PROMOTION OF CALVIN W. HICKS
(056361) TO GS-14

1. I RECOMMEND THE PROMOTION OF SUBJECT OFFICER FROM GS-13 TO GS-14. MR. HICKS HAS BEEN ASSIGNED TO THE INTELLIGENCE WATCH/FI STAFF SINCE JUNE 1967 AND SERVES ON A ROTATING SCHEDULE WITH SEVEN OTHER OFFICERS DOING IDENTICAL WORK, FOUR OF WHOM ARE CURRENTLY IN GRADE GS-14.

2. MR. HICKS HAS BEEN IN THE INTELLIGENCE WATCH (IW) FOR ALMOST FOUR YEARS AND HIS WORK, BOTH QUANTITATIVELY AND QUALITATIVELY, HAS BEEN CONSISTENTLY OF A VERY HIGH CALIBER.

3. HIS KEENLY DEVELOPED SENSE OF OPERATIONAL SECURITY RESULTING FROM HIS EXTENSIVE PARAMILITARY EXPERIENCE, COUPLED WITH HIS CLEAR UNDERSTANDING OF THE RELATIONSHIP BETWEEN OPERATIONS AND INTELLIGENCE, HAS MADE HIM A VERY FINE OFFICER AND A VALUABLE ASSET TO IW. HE HAS BEEN UNDER MY SUPERVISION FOR 18 MONTHS AND I HAVE HAD AMPLE OPPORTUNITY TO OBSERVE HIS PERFORMANCE UNDER CONDITIONS OF STRESS. HE VERY ABLY APPLIES A MULTITUDE OF DETAIL AND GENERAL REPORTING INSTRUCTIONS TO THE DIFFERENT SITUATIONS MANIFEST IN EACH INCOMING REPORT AND DISPLAYS INITIATIVE IN MEETING UNFORESEEN CRISES WITH RAPID AND EFFECTIVE ACTION. SINCE THE INTELLIGENCE INFORMATION IS THE FACE THAT THE CLANDESTINE SERVICE PUTS OUT TO THE INTELLIGENCE COMMUNITY, THE PERFORMANCE OF WATCH OFFICERS IS OF GREAT IMPORTANCE. THIS FACTOR BECOMES APPARENT WHEN IT IS NOTED THAT OVER 75 PERCENT OF ALL CABLED INTELLIGENCE REPORTS ARE DISSEMINATED BY IW.

4. MR. HICKS HAS AN EXTENSIVE BACKGROUND IN PARAMILITARY OPERATIONS BOTH IN THE FIELD AND AT HEADQUARTERS. ALL OF HIS FITNESS REPORTS FOR THE SIX YEARS PRECEDING HIS ASSIGNMENT TO IW HAVE BORNE THE OVERALL RATING OF "STRONG." HE HAS BEEN DESCRIBED AS "HIGHLY MOTIVATED, SINCERE, AND CAPABLE." ALSO, "HE WORKS WELL WITH OTHERS AND HIS KNOWLEDGE AND ABILITY ARE RESPECTED." OTHER SUPERVISORS DURING THE YEARS PRIOR TO THIS ASSIGNMENT HAVE DESCRIBED HIM AS "SERIOUS, HARD-WORKING AND DEPENDABLE." HIS PERFORMANCE IN HIS PRESENT ASSIGNMENT HAS DEMONSTRATED THESE SAME QUALITIES.

5. MR. HICKS IS A DISTINCT ASSET TO IW AND I HIGHLY RECOMMEND HIS FOR PROMOTION TO GS-14.

Joseph A. Procaccino
JOSEPH A. PROCACCINO
CHIEF, FI/INT/IW

SECRET

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SECRET

2 FEB 1970

Not approved

MEMORANDUM FOR: Chairman, DDP QSI and Honor and Merit Awards Panel

SUBJECT: Request for Quality Step Increase
Mr. Calvin W. HICKS, GS-13 (056361)

1. I recommend that a Quality Step Increase be awarded to Mr. Calvin W. Hicks.

2. Mr. Hicks is one of three officers in the Intelligence Watch, FI Staff, on whom identical recommendations are being submitted. These officers, all in grade GS-13, have for several years done responsible and demanding work, identical to that done in the same office by five other officers, GS-14 and 15, and all three have been rated "Strong."

3. The Intelligence Watch is the primary intelligence dissemination office of the Clandestine Service. Its output of over 2,000 reports a month is the chief end-product of CS collection operations. Watch Officers serve on a rotating schedule. When an officer draws the night shift he serves alone. He must make quick, independent dissemination decisions. Mr. Hicks has done well at this work. He is alert and conscientious and has a sharp operational sense which is extremely useful in the handling of CS intelligence information. He has been recommended several times for promotion to GS-14.

4. The high quality of Mr. Hicks's performance has continued for more than two years. There is no reason to expect any decline in it. His enthusiasm continues, and his tour has recently been extended for another two years.

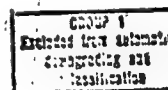
5. Consideration has been given to recommending him for an Honor and Merit Award, but on balance I believe that a Quality Step Increase would be more appropriate.

Peer de Silva

Peer de Silva
Chief

Foreign Intelligence

SECRET



SECRET

SUBJECT: Request for Quality Step Increase
Mr. Calvin W. HICKS, GS-13 (056361)

APPROVAL RECOMMENDED:

Chairman, CS QSI Panel

Date

Director of Personnel

Date

SECRET

SECRET

6 MARCH 1969

MEMORANDUM FOR: Chief, FI Staff

SUBJECT : Performance of the Intelligence Watch
During the President's Trip to Europe

1. Now that the President's trip to Europe has been concluded, I feel that a special commendation for the Intelligence Watch (IW) is in order.

2. The contribution that is being made by the officers in the Intelligence Watch is often taken for granted. Thus it was natural for us, when we formed our task force for the President's trip, to build our arrangements for positive intelligence disseminations around the IW's twenty-four-hour-a-day availability. We were not disappointed. The system worked smoothly and efficiently.

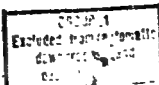
3. In addition to that, it became clear that the Intelligence Watch officers were willing and able to go beyond the simple call of duty. We came to admire their competence, courtesy, and cooperation, without which effective intelligence coverage would have been immeasurably more difficult. Since the IW's were working under an unusual strain, caused by the simultaneous outbreak of crises in different parts of the world, their performance is that much more to be commended.

4. Please convey our appreciation to all officers who had a part in this fine effort.

John L. Hart
Chief,
European Division

CALVIN M. HICKS

SECRET



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SECRET

7 March 1969

MEMORANDUM FOR: Mr. Edward J. Carroll
Chief, Intelligence Watch

SUBJECT: Performance of the Intelligence
Watch during President Nixon's
recent Visit to Europe

1. I wish to commend you and each member of your staff who participated in the support which the Agency was called on to render to the Presidential party during its recent travel abroad. From several quarters I have had verbal expressions of praise and commendation and to these I wish to add my own in writing. I am enclosing a copy of a memorandum from the Chief, European Division, which reflects both my thoughts and the reactions I have heard from others.

2. I hope you will take appropriate action so that the personnel files of each of your participating officers will reflect this appreciation. You may wish to make copies of my memorandum and Mr. Hart's memorandum to serve this purpose.

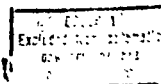
Peer de Silva

Peer de Silva
Chief
Foreign Intelligence

Enclosure

CALVIN M. HICKS

SECRET



SECRET

Not Approved by
CS, Intelligence Section

Panel A list 1

24 JUN 1969

9 April 1969

MEMORANDUM FOR: Secretary, CS/Section A

SUBJECT: Recommendation for the promotion of
Calvin W. Hicks (056361) to GS-14

1. I recommend the promotion of subject officer from GS-13 to GS-14. Mr. Hicks has been assigned to the Intelligence Watch/PI Staff since June 1967, and serves on a rotating schedule with seven other officers doing identical work, five of whom are currently in Grade GS-14.

2. Mr. Hicks has been with IW for almost two years and his work, both quantitatively and qualitatively has been consistently of a very high caliber. Normally six months are required before an officer newly assigned to the Intelligence Watch is able to handle a shift by himself. At least a year is required before a Watch Officer can perform at a high level of proficiency. However, in the case of this officer, in a little more than a year he had earned the rating of "Strong" and has maintained it ever since. Although most of his agency experience had been in paramilitary operations, he adapted quickly to the demands of his new assignment. His keenly developed sense of operational security, coupled with his clear understanding of the relationship between operations and intelligence, has made him a very fine officer and a valuable asset to IW. He has been under my supervision for 16 months and I have had ample opportunity to observe his performance under conditions of stress. He is even tempered and level headed. His mistakes are few and infrequent and these are usually of the clerical variety, not in matters of judgment. I continue to be impressed with his thoroughness in handling information; with the evidence of his coordination when the interests of more than one division are involved. Since operations have to be submerged and the intelligence is the portion of the iceberg which shows to the intelligence community, the performance of the Watch Officers is of great importance. This factor becomes apparent when it is noted that about 80% of all cabled intelligence reports are disseminated by the Intelligence Watch. Recently the Watch Officers were commended by the Chief, PI Staff and the Chief, Europe Division for their performance during the President's trip to Western Europe. The simultaneous outbreak of crises in different parts of the world further added to the burdens of the Watch Office at that time. Mr. Hicks made a real contribution during that period and deserves the commendation personally in a high degree.

SECRET

SECRET

3. Prior to his assignment to the Intelligence Watch, Mr. Hicks served with WH Division and with the Cuban Operation. He has an extensive background in paramilitary operations both in the field and at headquarters. All of his Fitness Reports for the six years preceding his assignment to the Intelligence Watch have borne the overall rating of "strong." He has been described as "highly motivated" "sincere and capable." He has been further complimented as "working well with others and his knowledge and ability are respected." Other supervisors have described him as "serious, hard-working and dependable." His performance in his present assignment has demonstrated these same qualities. He has managed the transition from active operations to the life of a desk bound intelligence officer with ease. I recommend him with enthusiasm for promotion to GS-14.

Edward J. Carroll
Edward J. Carroll
Chief, FI/INT/IW

- 2 -

SECRET

Not Approved by
CS Censor Service
John L. Leland

10 1968

24 OCTOBER 1968

MEMORANDUM FOR: SECRETARY, CSPS/SECTION A

SUBJECT: RECOMMENDATION FOR THE PROMOTION OF
CALVIN W. HICKS (056361) to GS-14

1. I RECOMMEND THE PROMOTION OF SUBJECT OFFICER FROM GS-13 TO GS-14. MR. HICKS HAS BEEN ASSIGNED TO THE INTELLIGENCE WATCH/ FI STAFF SINCE JUNE 1967, WHERE HE SERVES ON A ROTATING SCHEDULE WITH SEVEN OTHER OFFICERS DOING IDENTICAL WORK; FIVE OF WHOM ARE CURRENTLY IN GRADE GS-14.

2. MR. HICKS HAS BEEN WITH IW FOR ABOUT 16 MONTHS AND HIS WORK, BOTH QUANTITATIVELY AND QUALITATIVELY, HAS BEEN CONSISTENTLY OF VERY HIGH CALIBER. NORMALLY SIX MONTHS ARE REQUIRED BEFORE AN OFFICER NEWLY ASSIGNED TO THE INTELLIGENCE WATCH IS ABLE TO HANDLE A SHIFT BY HIMSELF. AT LEAST A YEAR IS USUALLY REQUIRED BEFORE A MAN CAN ADVANCE FROM "ADEQUATE" TO "PROFICIENT." AT PRESENT, MR. HICKS HAS ALREADY PROGRESSED TO THE RATING OF "STRONG." HE IS ALERT AND CONSCIENTIOUS AND HAS AN OPERATIONAL SENSE WHICH IS INVALUABLE IN THE HANDLING OF INTELLIGENCE. WITH HIS EXTENSIVE OPERATIONAL AND PARAMILITARY BACKGROUND, MR. HICKS HAS A FINE SENSE FOR THE RELATIONSHIP BETWEEN OPERATIONS AND ITS PRIMARY PRODUCT, THE CLANDESTINE SERVICES INTELLIGENCE REPORT. THIS OFFICER HAS BEEN UNDER MY SUPERVISION FOR 11 MONTHS AND DURING THAT PERIOD I HAVE HAD AMPLE OPPORTUNITY TO OBSERVE HIS CONDUCT UNDER CONDITIONS OF STRESS. HE IS EVEN TEMPERED AND LEVEL HEADED. HIS MISTAKES ARE FEW AND INFREQUENT. I AM PARTICULARLY IMPRESSED WITH HIS THOROUGHNESS IN HANDLING INFORMATION; WITH THE EVIDENCE OF THE COORDINATION WHICH HE SO OFTEN ATTEMPTS WITH SEVERAL AREA DIVISIONS WHEN NECESSARY BEFORE DISSEMINATING A REPORT TO THE INTELLIGENCE COMMUNITY. SINCE THE INTELLIGENCE INFORMATION REPORT IS THE FACE THAT THE CLANDESTINE SERVICES SHOWS TO THE INTELLIGENCE ANALYST AND THE POLICY OFFICERS OF THE GOVERNMENT, THE PERFORMANCE OF THE WATCH OFFICERS IS OF GREAT IMPORTANCE. THIS FACTOR BECOMES APPARENT WHEN ONE NOTES THAT ABOUT 80 PERCENT OF ALL CABLED INTELLIGENCE REPORTS ARE DISSEMINATED BY THE INTELLIGENCE WATCH.

3. PRIOR TO HIS ASSIGNMENT TO THE INTELLIGENCE WATCH, MR. HICKS SERVED WITH WH DIVISION AND WITH THE CUBAN OPERATION. HE HAS AN EXTENSIVE BACKGROUND IN PARAMILITARY OPERATIONS BOTH IN

SECRET

PROMOTION RECOMMENDATION - CALVIN W. HICKS (CONTINUED) PAGE 2

THE FIELD AND AT HEADQUARTERS. ALL OF HIS FITNESS REPORTS FOR THE SIX YEARS PRECEDING HIS ASSIGNMENT TO THE INTELLIGENCE WATCH HAVE BORNE THE OVERALL RATING OF "STRONG." HE HAS BEEN DESCRIBED AS "HIGHLY MOTIVATED, SINCERE AND CAPABLE." ALSO, "HE WORKS WELL WITH OTHERS AND HIS KNOWLEDGE AND ABILITY ARE RESPECTED." OTHER SUPERVISORS DURING THE YEARS IMMEDIATELY PRIOR TO THIS ASSIGNMENT HAVE DESCRIBED HIM AS "SERIOUS, HARD-WORKING AND DEPENDABLE." HIS PERFORMANCE IN HIS PRESENT ASSIGNMENT HAS DEMONSTRATED THESE SAME QUALITIES. ALTHOUGH IT MIGHT SEEM SURPRISING THAT A MAN OF HIS OUT-GOING PERSONALITY WITH AN EXTENSIVE BACKGROUND IN PARAMILITARY OPERATIONS COULD ADJUST TO THE LIFE OF A DESK-BOUND PRODUCER OF INTELLIGENCE REPORTS, MR. HICKS HAS MANAGED THIS TRANSITION WITH THE GREATEST OF EASE. HE IS A DISTINCT ASSET TO THIS OFFICE AND THE UNDERSIGNED WILL FEEL GRATEFUL IF HE SHOULD DECIDE TO EXTEND HIS TOUR IN THE INTELLIGENCE WATCH BEYOND THE NORMAL TWO YEARS. I RECOMMEND HIM WITH ENTHUSIASM FOR PROMOTION TO GS-14.

Edward J. Carroll
EDWARD J. CARROLL
CHIEF, FI/INT/IW

ATTACHMENT

SECRET

SECRET

5 APRIL 1968

MEMORANDUM FOR: SECRETARY, CSPS/SECTION A

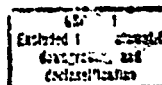
SUBJECT: RECOMMENDATION FOR THE PROMOTION OF
CALVIN W. HICKS (056361) TO GS-14

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PROMOTION RECOMMENDATION - CALVIN W. HICKS (CONTINUED) PAGE 2

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Edward J. Carroll
EDWARD J. CARROLL
CHIEF, FI/INT/IW

ATTACHMENT

I heartily endorse this recommendation that Mr. Hicks be promoted to GS-14. As his supervisor points out, Mr. Hicks, when he came to the Intelligence Watch, was essentially a guerrilla warfare field operational officer. Positive intelligence information reporting and the handling of reports were new to him, and called for professional skills and other qualities radically different from those which most of his previous experience had brought into play. Yet in a relatively short time, Mr. Hicks has developed the skills required of a Watch Officer, and thanks to this and to other strengths has become one of the most valuable officers in the unit.

Wallace R. Deuel
Wallace R. Deuel
Chief FI/INT

SECRET

24 OCTOBER 1968

MEMORANDUM FOR: SECRETARY, CSPS/SECTION A

SUBJECT: RECOMMENDATION FOR THE PROMOTION OF
CALVIN W. HICKS (056361) TO GS-14

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PROMOTION RECOMMENDATION - CALVIN W. HICKS (CONTINUED) PAGE 2

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CHIEF, FI/INT/IW

ATTACHMENT

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5 APRIL 1968

MEMORANDUM FOR: SECRETARY, CSPS/SECTION A

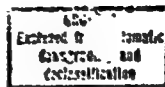
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Wallace R. Deuel
Wallace R. Deuel
Chief FI/INT

SECRET

SECRET

(If Not Filled In)

H-8

REQUEST FOR PERSONNEL ACTION										DATE PREPARED 29 May 1967	
1. SERIAL NUMBER 056361		2. NAME (Last-First-Middle) HICKS, CALVIN W.									
3. NATURE OF PERSONNEL ACTION DESIGNATION AS A PARTICIPANT IN THE CIA RETIREMENT AND DISABILITY SYSTEM						4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 06 04 67		5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS X V TO V CF TO V		7. COST CENTER/NO. CHARGE 23 0607 7235-0620		8. LEGAL AUTHORITY (Completed by Office of Personnel) PL 88-643 Sect. 203							
9. ORGANIZATIONAL DESIGNATIONS DDP/FI						10. LOCATION OF OFFICIAL STATION WASHINGTON, D.C.					
11. POSITION TITLE				12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION D					
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)			15. OCCUPATIONAL SERIES		16. GRADE AND STEP 13		17. SALARY OR RATE S				
18. REMARKS											
18A. SIGNATURE OF REQUESTING OFFICIAL				DATE SIGNED		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER			DATE SIGNED		
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING NUMERIC ALPHABETIC		22. STATION CODE	23. INTEGRAL CODE	24. HOURS CODE	25. DATE OF BIRTH MO. DA. YR.		26. DATE OF GRADE MO. DA. YR.	27. DATE OF LEI MO. DA. YR.	
28. HIE EXPIRES MO. DA. YR.		29. SPECIAL REFERENCE	30. RETIREMENT DATA 1-CR 2-REAR 3-NONE		31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.		33. SECURITY REQ NO.		34. SER	
35. VET. PREFERENCE CODE 0-NONE 1-1 PT 2-10 PT		36. SERV. COMP. DATE MO. DA. YR.		37. LONG COMP. DATE MO. DA. YR.		38. CAREER CATEGORY CODE 0-REAR 1-PROV. TEMP		39. FEGLI-HEALTH INSURANCE CODE 0-WAIVER 1-YES		40. SOCIAL SECURITY NO.	
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NONE 1-NONE 2-BREAR IN SERVICE (LESS THAN 3 YEARS) 3-BREAR IN SERVICE (MORE THAN 3 YEARS)				42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS		44. STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS		45. STATE CODE		
45. POSITION CONTROL CERTIFICATION 06-07-67 W.M.						46. OP APPROVAL See memo signed by D/Pers dated 1 JUN 1967			DATE APPROVED		

FORM 1152
6-63USE PREVIOUS EDITION
OP-1
1-66

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

14

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED 2 May 1967	
1. SERIAL NUMBER 056361		2. NAME (Last-First-Middle) HICKS, Calvin W.			
3. NATURE OF PERSONNEL ACTION Reassignment			4. EFFECTIVE DATE 21 May 67		5. CATEGORY OF EMPLOYMENT Regular
6. FUNDS XX V TO V CF TO V			7. FINANCIAL ANALYSIS NO. CHARGEABLE 7223-0007		8. SPECIAL AUTHORITY (Completed by Office of Personnel)
9. ORGANIZATIONAL DESIGNATIONS DDP/FI STAFF Intelligence Group Intelligence Watch			10. LOCATION OF OFFICIAL STATION Wash., D.C.		
11. POSITION TITLE Watch Officer (113)			12. POSITION NUMBER 1032		13. CAREER SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (G.S. 18, 19) GS		15. OCCUPATIONAL SERIES 0132.07		16. GRADE AND STEP 13A5	
17. SALARY OR RATE \$4,217 14665					
18. REMARKS Reassigned from: DDP/WH/Branch 3/Colombia Section, Position No. 1359, Cost Center No. 7235-0620. Concur: Robert Cashman (by phone) WH/Pers Distribution: Orig. - CSPS/B 1 - FI/Pers 1 - Security 1 - Payroll Security Approval Granted by Pers. 5/14/67 QC 5/23/67					
18A. SIGNATURE OF REQUESTING OFFICIAL C. M. Williams		DATE SIGNED 5/22/67		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER Robert H. ...	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE 37	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC 3252 ALPHABETIC F-2	22. STATION CODE 75013	23. INTEGRATE CODE	24. PHOTOS CODE 1
25. DATE OF BIRTH MO. DA. YR. 11 10 24		26. DATE OF GRADE MO. DA. YR.		27. DATE OF LET MO. DA. YR.	
28. RTE EXPIRES MO. DA. YR.		29. SPECIAL REFERENCE 1-CSE 2-FICA 3-NONE		30. RETIREMENT DATA CODE	
31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.		33. SECURITY REQ NO	
34. SEX		EOD DATA			
35. VET PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT		36. SERV COMP DATE MO. DA. YR.		37. LONG COMP DATE MO. DA. YR.	
38. CAREER CATEGORY EAD RES PROV. TEMP		39. PEGEL HEALTH INSURANCE CODE 0-WAIVER 1-YES		40. SOCIAL SECURITY NO	
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BRIEF IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)		42. LEAVE CAT CODE		43. FEDERAL TAX DATA FORM EXECUTED 1-YES 2-NO	
44. STATE TAX DATA FORM EXECUTED 1-YES 2-NO		45. POSITION CONTROL CERTIFICATION From WH 5-23-67 WH		46. O.P. APPROVAL E. Mayo 5/23/67	

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
				21 APRIL 67	
1. SERIAL NUMBER		2. NAME (Last-First-Middle)			
056361		HICKS, CALVIN W.			
3. NATURE OF PERSONNEL ACTION			4. EFFECTIVE DATE REQUESTED		5. CATEGORY OF EMPLOYMENT
REASSIGNMENT			MONTH DAY YEAR 04 23 67		REGULAR
6. FUNDS		7. FINANCIAL ANALYSIS		8. LEGAL AUTHORITY (Completed by Office of Personnel)	
XX 0 TO V 0 TO V		V TO C 0 TO S		NO CHARGEABLE 7235-0620	
9. ORGANIZATIONAL DESIGNATIONS			10. LOCATION OF OFFICIAL STATION		
DDP/WH BRANCH 3 COLOMBIA SECTION			WASHINGTON, D.C.		
11. POSITION TITLE			12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION
OPS OFFICER			1358		D
14. CLASSIFICATION SCHEDULE (GS, LR, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP	
GS		01SS.01		13 4	
17. SALARY OR RATE		18. REMARKS			
314217		FROM: 1359			
19. SIGNATURE OF REQUESTING OFFICIAL					
Robert D. Cashman C/WH/Pers					
DATE SIGNED					
20. SIGNATURE OF CAREER SERVICE APPROVING OFFICER					
DATE SIGNED					
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
21. ACTION CODE	22. EMPLOY CODE	23. OFFICE CODING	24. STATION CODE	25. INTEGRITY CODE	26. HOUSING CODE
37 10	5142	104	7502	1	11/08/2
27. DATE OF BIRTH	28. DATE OF GRADE	29. DATE OF LEI	30. SECURITY REG NO.		
MO. DA. YR.	MO. DA. YR.	MO. DA. YR.			
11/08/2					
31. NTE EXPIRES	32. SPECIAL REFERENCE	33. RETIREMENT DATA	34. SEPARATION DATA CODE	35. CORRECTION CANCELLATION DATE	36. SECURITY REG NO.
MO. DA. YR.	1-USA 2-USA 3-NONE	CODE	DATA CODE	TYPE	MO. DA. YR.
11/11/67					
37. VET PREFERENCE	38. SPN COMP DATE	39. LONG COMP DATE	40. CAREER CATEGORY	41. FEGLI HEALTH INSURANCE	42. SOCIAL SECURITY NO.
CODE	MO. DA. YR.	MO. DA. YR.	CODE	CODE	CODE
1-NO 2-10 PT 3-10 PT				1-YES 2-NO	
43. PREVIOUS CIVILIAN GOVERNMENT SERVICE	44. LEAVE CAT CODE	45. FEDERAL TAX DATA	46. STATE TAX DATA	47. SOCIAL SECURITY NO.	
CODE	CODE	CODE	CODE	CODE	CODE
1-NO PREVIOUS SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)	1-YES 2-NO	NO. TAX EXEMPTIONS	FORM EXECUTED	1-YES 2-NO	STATE CODE
48. POSITION CONTROL CERTIFICATION			49. OP APPROVAL		50. DATE APPROVED
4-27-67			H.A. [Signature]		4-27-67

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

(4)

00000

SECRET

7 April 1967

MEMORANDUM FOR: Calvin W. Hicks
VIA : WH/RMO
SUBJECT : Records Officer Appointment

1. In accordance with a request received from your component, you are hereby appointed a Records Officer in the Clandestine Services. Your functions are described, in summary, in CSI 43-1, Para. 4.b.(3). You have also participated in a training course in which these functions were reviewed in some detail.

2. The essence of your appointment is that you now occupy a position of trust in which you are expected to draw on your knowledge and experience to exercise responsible and sound judgment in building and maintaining a professionally useful records system in the Clandestine Services. You are, at the same time, expected to train and guide others within your component in these respects.

3. A copy of this memorandum will be placed in your official personnel folder.

Peter D. Dyke

PETER D. DYKE
DDP Records Management Officer

cc: Personnel File of Addressee

SECRET

GROUP I
Excluded from automatic
downgrading and
declassification

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED	
1 SERIAL NUMBER 056361										2 NAME (Last-First-Middle) HICKS, CALVIN W.	
3 NATURE OF PERSONNEL ACTION REASSIGNMENT						4 EFFECTIVE DATE REQUESTED MONTH DAY YEAR 09 15 66		5 CATEGORY OF EMPLOYMENT REGULAR			
6 FUNDS XX V TO V CF TO V		V TO CF CF TO CF		7 FINANCIAL ANALYSIS NO CHARGEABLE 7235 0620		8 LEGAL AUTHORITY (Completed by Office of Personnel)					
9 ORGANIZATIONAL DESIGNATIONS DDP/WH BRANCH 3 COLOMBIA SECTION						10 LOCATION OF OFFICIAL STATION WASHINGTON, D.C.					
11 POSITION TITLE OPS OFFICER (48) (1/2)						12 POSITION NUMBER 1359		13 CAREER SERVICE DESIGNATION D			
14 CLASSIFICATION SCHEDULE (G.S. L.B. etc.) GS				15 OCCUPATIONAL SERIES 0136.01		16 GRADE AND STEP 13 4		17 SALARY OR RATE \$ 14,217			
18 REMARKS FROM: DDP/WH/BRANCH 3/LINA SECTION/1392 PRA IN ACCORDANCE WITH HR 20-17 c (d)											
19 Finance 19A. SIGNATURE OF REQUESTING OFFICIAL Robert D. Cashman C/WH/Pers										DATE SIGNED 16 Sept 66	
19B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER										DATE SIGNED 20 Sept 66	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19 ACTION CODE 37	20 EMPLOY CODE 10	21 OFFICE CODING NUMERIC ALPHABETIC 51400 wh		22 STATION CODE 75013	23 INTERSEE CODE 1	24 MOOTIS CODE 11/08/24	25 DATE OF BIRTH MO. DA. YR.	26 DATE OF GRADE MO. DA. YR.	27 DATE OF LEI MO. DA. YR.		
28 INT. EXPIRES MO. DA. YR. 09/14/68	29 SPECIAL REFERENCE 1-CSE 2-FICA 3-NONE 84	30 RETIREMENT DATA 1-CSE 2-FICA 3-NONE		31 SEPARATION DATA CODE TYPE	32 CORRECTION/CANCELLATION DATA MO. DA. YR.		33 SECURITY REQ. NO.		34 SEX		
35 VET PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT	36 SERV. COMP. DATE MO. DA. YR.	37 LONG COMP. DATE MO. DA. YR.	38 CAREER CATEGORY CAR DESG PROG TEMP	39. REG. HEALTH INSURANCE CODE 0-WAITER 1-YES	40 SOCIAL SECURITY NO.						
41 PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NONE 1-NO PREVIOUS SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)			42 LEAVE CAT CODE	43 FEDERAL TAX DATA FORM EXECUTED CODE 1-YES 2-NO		44 STATE TAX DATA FORM EXECUTED CODE 1-YES 2-NO		45 DATE APPROVED			
45 POSITION CONTROL CERTIFICATION 09-22-66 N				46 G.P. APPROVAL G.P. APPROVAL				DATE APPROVED			

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

(4)

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED	
1. SERIAL NUMBER 056361		2. NAME (Last-First-Middle) HICKS, CALVIN W.									
3. NATURE OF PERSONNEL ACTION REASSIGNMENT				4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 07 31 66			5. CATEGORY OF EMPLOYMENT REGULAR				
6. FUNDS X		V TO V		V TO C		7. FINANCIAL ANALYSIS NO CHARGEABLE 7235 0620		8. LEGAL AUTHORITY (Complied to: (Type of Personnel))			
9. ORGANIZATIONAL DESIGNATIONS DDP/WH BRANCH 3 LINA SECTION				10. LOCATION OF OFFICIAL STATION WASHINGTON, D.C.							
11. POSITION TITLE OPS OFFICER (13)				12. POSITION NUMBER 1392			13. CAREER SERVICE DESIGNATION D				
14. CLASSIFICATION SCHEDULE (GS, FS, etc.) GS				15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 13 4		17. SALARY OR RATE \$ 14,217			
18. REMARKS FROM: DDP/WH/CS & DEV COMP/9997 MR. HICKS IS REPLACING MR. POSNER WHO IS BEING REASSIGNED. 1 - FINANCE 1 - SECURITY Security Approval Granted by Pers. SO/OS 7/27/66 46 8/18/66											
18A. SIGNATURE OF REQUESTING OFFICIAL Edward F. Chasely				DATE SIGNED 7 Aug, 66		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER [Signature]				DATE SIGNED Aug 66	
ROBERT D. CASIMAN C/WH/PERS											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE 37		20. EMPLOY CODE 10		21. OFFICE CODING NUMERIC ALPHABETIC 51409 wh		22. STATION CODE 75C13		23. INTEGRATE CODE		24. HOO/IS CODE 1	
25. DATE OF BIRTH MO DA YR 11 08 24		26. DATE OF GRADE MO DA YR		27. DATE OF LEI MO DA YR		28. NTE EXPIRES MO DA YR		29. SPECIAL REFERENCE		30. RETIREMENT DATA 1-CSC 2-FIR 3-NONE	
31. SEPARATION DATA CODE		32. CORRECTION CANCELLATION DATA TYPE MO DA YR		33. SECURITY RES NO		34. SEN		EOD DATA			
35. VET PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT		36. SERV COMP DATE MO DA YR		37. LONG COMP DATE MO DA YR		38. CAREER CATEGORY CODE CAR DES PROV TEMP		39. FEGLI HEALTH INSURANCE CODE 3-WAIVER 1-YES		40. SOCIAL SECURITY NO	
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)				42. LEAVE CAT CODE		43. FEDERAL TAX DATA FORM EXECUTED 1-YES 2-NO		44. STATE TAX DATA FORM EXECUTED 1-YES 2-NO		45. SOCIAL SECURITY NO	
45. POSITION CONTROL CERTIFICATION 08-08-66				46. OP APPROVAL N Milton				DATE APPROVED 08-08-66			

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

(4)

SECRET

REQUEST FOR PERSONNEL ACTION										DATE PREPARED 10 September 1965	
1. SERIAL NUMBER 056361		2. NAME (Last-First-Middle) HICKS, Calvin W.									
3. NATURE OF PERSONNEL ACTION REASSIGNMENT						4. EFFECTIVE DATE REQUESTED MONTH: 09 DAY: 16 YEAR: 65		5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS I V TO V CF TO V		7. COST CENTER NO. CHARGE 6235-0623		8. LEGAL AUTHORITY (Completed by Office of Personnel)							
9. ORGANIZATIONAL DESIGNATIONS DDP/MH CS/CS Development Complement						10. LOCATION OF OFFICIAL STATION Washington, D.C.					
11. POSITION TITLE OPS OFFICER						12. POSITION NUMBER X88X 9947		13. CAREER SERVICE DESIGNATION D			
14. CLASSIFICATION SCHEDULE (GS, PR, etc.) GS		15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 13 (4)		17. SALARY OR RATE \$ 13,335					
18. REMARKS Promo DDP/MH/FC, MOS, PM Sec., #1140, D.C. Subject is enrolled in extensive language training from September 1965 to January, 1966.											
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;"> Recorded by CS/D [Signature] </div>											
19. SIGNATURE OF REQUESTING OFFICIAL [Signature] ROBERT D. CASHMAN, C/MH/Per.				DATE SIGNED 10 Sept 65		19. SIGNATURE OF CAREER SERVICE APPROVING OFFICER [Signature]				DATE SIGNED 9/14/65	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE 37 13		20. EMPLOY CODE 51947		21. OFFICE CODING NUMERIC ALPHABETIC 75013		22. STATION CODE		23. INTELEEE CODE		24. HQ/RS CODE 1 11 08 65	
25. DATE OF BIRTH MO. DA. YR. 11 08 65		26. DATE OF GRADE MO. DA. YR.		27. DATE OF LHI MO. DA. YR.		28. DATE OF LHI MO. DA. YR.		29. DATE OF LHI MO. DA. YR.		30. DATE OF LHI MO. DA. YR.	
28. NTE EXPIRES MO. DA. YR.		29. SPECIAL REFERENCE 1-ISC 2-PLA 3-NONE		30. RETIREMENT DATA CODE		31. SEPARATION DATA CODE TYPE		32. CORRECTION CANCELLATION DATA MO. DA. YR.		33. SECURITY REQ. NO.	
35. VET PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT		36. SERV COMP. DATE MO. DA. YR.		37. LONG COMP. DATE MO. DA. YR.		38. CAREER CATEGORY CAR. RES. PROV. TEMP.		39. REG. HEALTH INSURANCE CODE 0-WAIVER 1-IP		40. SOCIAL SECURITY NO.	
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NONE 1-NONE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA FORM EXECUTED CODE 1-YES 2-NONE		44. STATE TAX DATA FORM EXECUTED CODE 1-YES 2-NONE		45. SOCIAL SECURITY NO.	
45. POSITION CONTROL CERTIFICATION 9/15-65 WJ						46. O.P. APPROVAL [Signature] DATE APPROVED 9/14/65					

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION					DATE PREPARED 3 May 1962												
1. SERIAL NUMBER 056361		2. NAME (Last-First-Middle) HICKS, Calvin W.															
3. NATURE OF PERSONNEL ACTION PROMOTION			4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 05 13 62		5. CATEGORY OF EMPLOYMENT REGULAR												
6. FUNDS X V TO V CF TO V		7. COST CENTER NO. CHARGE-ABLE 2235-1400-1000		8. LEGAL AUTHORITY (Completed by Office of Personnel)													
9. ORGANIZATIONAL DESIGNATIONS DDP Task Force W Paramilitary Branch			10. LOCATION OF OFFICIAL STATION Washington, D.C.														
11. POSITION TITLE OPS OFFICER			12. POSITION NUMBER 0715		13. CAREER SERVICE DESIGNATION D												
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS		15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 13 (1)		17. SALARY OR RATE \$10,635											
18. REMARKS Recommendation and Fitness Report previously submitted. <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;"> RECEIVED MAY 15 1962 VS </div>																	
19. SIGNATURE OF REQUESTING OFFICIAL LOUIS W. ARMSTRONG, C/TFW/Fep.			DATE SIGNED 3 May 62		19. SIGNATURE OF CAREER SERVICE APPROVING OFFICER		DATE SIGNED 5/10/62										
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL																	
20. ACTION CODE 22		21. EMPLOY. CODE 10		22. OFFICE CODING NUMERIC ALPHABETIC 61450 TFW		23. STATION CODE		24. INTEREST CODE		25. MODS CODE		26. DATE OF BIRTH MO. DA. YR. 11 108 124		27. DATE OF GRAD MO. DA. YR.		28. DATE OF LEI MO. DA. YR.	
29. NTE EXPIRES MO. DA. YR.		30. SPECIAL REFERENCE 1 - CSC 3 - FICA 4 - NONE		31. RETIREMENT DATA CODE		32. SEPARATION DATA CODE		33. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.		34. SECURITY REQ. NO.		35. SEL		36. FOD DATA			
37. VET. PREFERENCE CODE 0 - NONE 1 - 5 PT. 2 - 10 PT.		38. SERV. COMP. DATE MO. DA. YR.		39. LONG. COMP. DATE MO. DA. YR.		40. MIL SERV CREDITED 1 - YES 2 - NO		41. FEELT / HEALTH INSURANCE CODE 0 - NONE 1 - YES		42. SOCIAL SECURITY NO.							
43. PREVIOUS GOVERNMENT SERVICE DATA CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 12 MOS) 3 - BREAK IN SERVICE (MORE THAN 12 MOS)				44. LEAST CAT. CODE		45. FEDERAL TAX DATA FORM EXECUTED 1 - YES 2 - NO				46. STATE TAX DATA FORM EXECUTED 1 - YES 2 - NO				47. NO. TAX STATE CODE			
48. POSITION CONTROL CERTIFICATION 25 Kearney Officer						49. O.P. APPROVAL [Signature]						DATE APPROVED 5/10/62					

EYES ONLY
SECRET

28 August 1961

MEMORANDUM FOR: Secretary, CS/CS Panel (Section B)

SUBJECT : Recommendation for Promotion to Grade GS-13
- Mr. Calvin W. Hicks

1. It is recommended that Calvin W. Hicks be promoted from Grade GS-12 to Grade GS-13 in recognition of his outstanding performance as a member of JMATE Project.

2. Mr. Hicks was assigned to JMATE Project in October 1960 as an operations officer in the Paramilitary Section. His years of Agency experience and varied operational assignments enabled him to immediately take hold and perform the many functions required in the Paramilitary Operations Section in a most outstanding manner. This included recruitment, training, briefing, debriefing and in-exfiltration of agents; supervision of the infiltration of supplies and bodies by air for the Paramilitary Operations Section; case officer for certain high level agents and their W/T operators inside the target area. Mr. Hicks' maturity, common sense and varied experience enabled him to operate with the minimum of supervision. He trained certain agents in trade-craft, air and maritime reception, mapping, and guerrilla warfare with the result that these agents received the only completely successful air drops. In addition, some of these agents handled and trained by Mr. Hicks became our most trusted and important agents, and a large measure of their willingness to go on after continued frustrations was due to their respect for, and trust and confidence in, Mr. Hicks.

3. Mr. Hicks has continuously demonstrated the ability to perform duties in a higher grade. He has the leadership, maturity, common sense, stability, and ability to make decisions and to operate with minimum supervision as necessary to senior officers in the Agency. He is aggressive and capable of fighting for his views; at the same time he will listen to advice and once a decision has been handed down, will give it his full support even though he might have opposed it before the decision was made.

EYES ONLY
SECRET

EYES ONLY

SECRET

-2-

4. Mr. Hicks has been an Agency staff employee since August 1950 and was last promoted in November 1956. He is in every way fully qualified to perform the duties of a higher grade and has been doing so in an outstanding manner on JMATE Project. Therefore, it is strongly recommended that Mr. Hicks be promoted to Grade GS-13 at the earliest date.

J. C. KING

Chief

Western Hemisphere Division

EYES ONLY

SECRET

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
1. SERIAL NUMBER 056361 ✓		2. NAME (Last-First-Middle) HIGAS, Calvin W.		10 August 1961	
3. NATURE OF PERSONNEL ACTION REASSIGNMENT And Transfer to Vouchered Funds			4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 6 20 61		5. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS X V TO V CF TO V X CF TO V CF TO CF			7. COST CENTER NO. CHARGEABLE 2635-5000-8021		8. LEGAL AUTHORITY (Completed by Office of Personnel)
9. ORGANIZATIONAL DESIGNATIONS DDP/WH, Divn. Branch 4 Paramilitary Sec.			10. LOCATION OF OFFICIAL STATION Wash., D. C.		
11. POSITION TITLE OPS OFFICER (D)			12. POSITION NUMBER 0716		13. CAREER SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (GS, LP, etc.) GS (12)		15. OCCUPATIONAL SERIES 0136101		16. GRADE AND STEP 12 (4)	
17. SALARY OR RATE 9,735 ✓					
18. REMARKS From: DDP/WH, Br. 4, Unass.					
19A. SIGNATURE OF REQUESTING OFFICIAL Herbert V. Lutz, C/M, Pers.			19B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER Orville C. Dawson		
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE 16	20. EMPLOY CODE 16	21. OFFICE CODE NUMERIC 64450 ALPHABETIC 16	22. STATION CODE 75613	23. MESS CODE	24. ROOM CODE 1
25. DATE OF BIRTH 11 08 24		26. DATE OF DEATH		27. DATE OF LEI	
28. DATE OF EXPIRATION NO. DA. YR.		29. SPECIAL REFERENCE 1 - SC 3 - FIC 7 - NCM		30. SECURITY REL. NO.	
31. VET. PREFERENCE CODE 1 - NO 2 - YES		32. SER. COMP. DATA NO. DA. YR.		33. SOCIAL SECURITY NO.	
34. PREVIOUS GOVERNMENT SERVICE DATA CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 12 MONTHS) 3 - BREAK IN SERVICE (MORE THAN 12 MONTHS)		35. CLEARANCE DATA CODE 1 - YES 2 - NO		36. FEDERAL TAX DATA CODE 1 - YES 2 - NO	
37. STATE TAX DATA CODE 1 - YES 2 - NO		38. STATE TAX DATA CODE 1 - YES 2 - NO		39. STATE TAX DATA CODE 1 - YES 2 - NO	
40. POSITION CONTROL CERTIFICATION W. Kearney 08/31/61			41. O.P. APPROVAL Orville C. Dawson		

SECRET

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
1. SERIAL NUMBER 556361				2. NAME (Last-First-Middle) HICKS, Calvin W.	
3. NATURE OF PERSONNEL ACTION REASSIGNMENT (TEMPORARY)			4. EFFECTIVE DATE REQUESTED MONTH 10 DAY 30 YEAR 60		5. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS V TO V CF TO V X V TO CF CF TO CF			7. COST CENTER NO. CHARGE 1535-5000-0021		8. LEGAL AUTHORITY (Completed by Office of Personnel)
9. ORGANIZATIONAL DESIGNATIONS DDP/WH Division Branch 4 4617			10. LOCATION OF OFFICIAL STATION WASHINGTON, D.C.		
11. POSITION TITLE GUERRILLA WARFARE OFFICER			12. POSITION NUMBER XXXXX	12A. PCR CONTROL NO.	13. CAREER SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (GS, LP, etc.) GS		15. OCCUPATIONAL SERIES 0136.14	16. GRADE AND STEP 12 (3)		17. SALARY OR RATE \$ 9475
18. REMARKS DDP/WH/5-15-60 DDP/WH/5-15-60 4612 *UPON TERMINATION OF THIS TEMPORARY ASSIGNMENT YOU WILL BE REASSIGNED AS THE HEAD OF YOUR CAREER SERVICE DIRECTS. DDG: 11-13-56 PSI: 05-14-61 Concur: J. K. Kewell Jr. C/Nofpe 10-15-60 so deta					
19A. SIGNATURE OF REQUESTING OFFICIAL Herbert V. Juhl, C/WH/Pers.			19B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER Orville C. Dawson		
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
20. ACTION CODE 57	21. OFFICE CODE 01	22. STATE CODE 64450	23. DATE OF BIRTH 11/03/24	24. DATE OF GRADE 11/03/24	25. DATE OF LEAVE
26. RATE EXPIRES MO. DA. YR. 11 03 24	27. SPECIAL REFERENCE 64450	28. DEPARTMENT DATA WH	29. SEPARATION DATA CODE 1	30. CORRECTION/CANCELLATION DATA 1	31. SEC. QTY. REQ. NO. 1
32. VET. PREFERENCE CODE 1		33. SER. COMP. DATE MO. DA. YR. 11 03 24	34. LONG. EMP. DATE MO. DA. YR. 11 03 24	35. BIRTH / HEALTH INSURANCE CODE 1	36. SOCIAL SECURITY NO.
37. PREVIOUS EMPLOYMENT SERVICE DATA CODE 1		38. STATE TAX DATA CODE 1	39. FEDERAL TAX DATA CODE 1	40. STATE TAX DATA CODE 1	41. STATE TAX DATA CODE 1
42. POSITION CONTROL CERTIFICATION W. Kearney III 11/160			43. O.P. APPROVAL Orville C. Dawson		

19. OBSOLETE PREVIOUS EDITIONS
AND FORM 1152A.

SECRET

(4)

REQUE FOR PERSONNEL ACTION

1. Serial No. 556361	2. Name (Last-First-Middle) HICKS CALVIN W.	3. Date Of Birth Mo. 11 Da. 08 Yr. 24	4. Vet. Pref. None-0 5 Pt-1 10 Pt-2 1	5. Sex M	6. CS - EOD Mo. 07 Da. 18 Yr. 58
7. SCD Mo. 05 Da. 20 Yr. 48	8. CSC Reim. Yes-1 No-2 1	9. CSC Or Other Legal Authority 50 USCA 403	10. Apmt. Affidav. Mo. 05 Da. 05 Yr. 50	11. FEGLI Yes-1 No-2 05	12. LCD Yes-1 No-2 05

PREVIOUS ASSIGNMENT

14. Organizational Designations DDP NEA SOUTH ASIA BRANCH	Code 5045	15. Location Of Official Station 55544	Station Code 55544
16. Dept. - Field Dept. USIld Frqn. 02	17. Position Title GUERRILLA WAR OFF	18. Position No. 0812	19. Serv. GS
20. Occup. Series 0136.14	21. Grade & Step 12 3	22. Salary Or Rate \$ 8570 9475	23. SD DM
24. Date Of Grade Mo. 11 Da. 18 Yr. 56	25. PSI Due Mo. 11 Da. 15 Yr. 59	26. Appropriation Number 9 3373 02 174	

ACTION **CS 14 C1**

27. Nature Of Action REASSIGNMENT AMEXTRAKKXK	Code 67	28. Eff. Date Mo. 10 Da. 02 Yr. 60	29. Type Of Employee REGULAR	Code 25	30. Separation Data 529
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PRESENT ASSIGNMENT

31. Organizational Designations DDP/NE CS/CS DEVELOPMENT COMPLEMENT	Code 4088	32. Location Of Official Station WASHINGTON, D.C.	Station Code 7503
33. Dept. - Field Dept. USIld Frqn. 1	34. Position Title GUERRILLA WAR OFF	35. Position No. 0812	36. Serv. GS
37. Occup. Series 0136.14	38. Grade & Step 12 3	39. Salary Or Rate \$ 9475	40. SD D
41. Date Of Grade Mo. 11 Da. 18 Yr. 56	42. PSI Due Mo. 11 Da. 15 Yr. 59	43. Appropriation Number 1120 1998	

SOURCE OF REQUEST

A. Requested By (Name & Title) FRANK J. DEWALD, JR. CNE/PERSONNEL	C. Request Approved By (Signature And Title) Donna Robin x3671
B. For Additional Information Call (Name & Telephone Ext.) Donna Robin x3671	

CLEARANCES

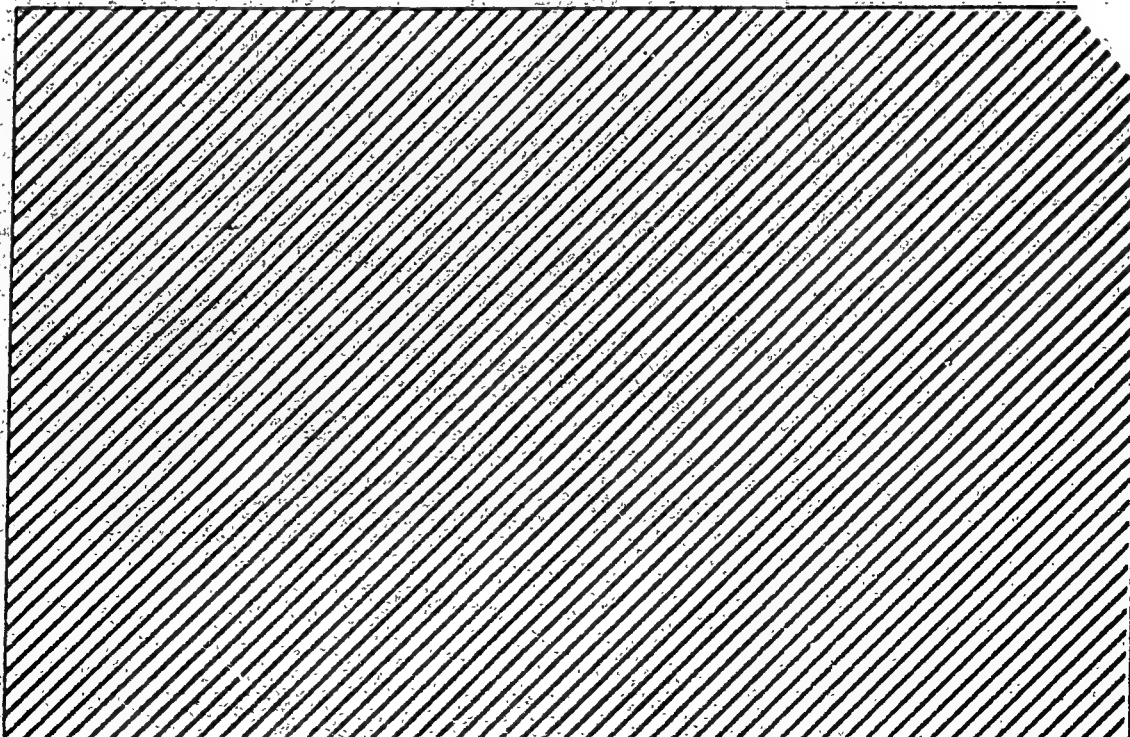
Clearance	Signature	Date	Clearance	Signature	Date
A. Career Board	OK	7/30/60	D. Placement		
B. Pos. Control	OK	12/1/60	E.		
C. Classification			F. Approved By	W. F. ...	12/21/60

Remarks
 2 cc - Security
 1 cc - Finance
PES RETURNED
 Subject awaiting reassignment

10/19/60

SECRET

(When Filled In)



NAME OF EMPLOYEE (Last-First-Middle)

HICKS, Calvin W.

NAME AND RELATIONSHIP OF DEPENDENT*

dau. Lisa malaria
dau. Mary tonsillectomy
son. Michael tonsillectomy

CLAIM NUMBER

60-391D
60-392D
60-393D

There is on file in the Casualty Affairs Branch, Benefits and Casualty Division, Office of Personnel, an Official Disability Claim File on the above named employee (or his dependent*) for an illness, injury, or death incurred on April 1960.

This notice should be filed in the employee's Official Personnel Folder as a permanent cross-reference to the Official Disability Claim File.

DATE OF NOTICE

10 Aug 60

SIGNATURE OF BCD REPRESENTATIVE

NOTICE OF OFFICIAL DISABILITY CLAIM FILE

Pre 1960
Requests for
Personnel action
& similar docs

SECRET

FITNESS REPORT				EMPLOYEE SOCIAL NUMBER	
SECTION A				GENERAL	
1. NAME (Last)	(First)	(Middle)	2. DATE OF BIRTH	3. SEX	4. GRADE
Hicks,	Calvin	W.	8 Nov 24	M	GS-13 D
5. OFFICIAL POSITION TITLE			7. OFF/DIV/BR OF ASSIGNMENT		6. CURRENT STATION
Watch Officer			DDP/FI/INT/IW		HQS
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> CAREER-PROVISIONAL (See instructions in Section C) <input type="checkbox"/> SPECIAL (Specify):			<input type="checkbox"/> INITIAL <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - To)		
31 October 1972			1 Nov 71 - 31 Oct 72		
SECTION B PERFORMANCE EVALUATION					
U-Unsatisfactory	Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.				
M-Marginal	Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.				
P-Fair/Good	Performance is satisfactory. Desired results are being produced in the manner expected.				
S-Strong	Performance is characterized by exceptional proficiency.				
O-Outstanding	Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.				
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of this duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 (Note: DDP is the closest qualification code to describe the work of a Watch Officer) -- Prepares ID dissem from Intel Cables and releases them to the U.S. Intel Community for the CS; expediting their delivery by electrical transmission when appropriate. Also dissem certain FI/D Cables.					RATING LETTER S
SPECIFIC DUTY NO. 2 Consults with area division officers, as necessary in his judgment, regarding disseminability of the info and to ensure adequate protection of sources and methods with minimum impairment to info reaching policy levels.					RATING LETTER S
SPECIFIC DUTY NO. 3 Reviews supdata and authentication statement in intel cables and deletes any sensitive operational data before any distribution is made. Effects distribution of the deleted portion within the DDP on a strict need to know basis.					RATING LETTER S
SPECIFIC DUTY NO. 4 Keeps current on the general and special requirements of customer agencies including the White House for cabled info, i.e., info on narcotics, hijacking, protection of U.S. and foreign dignitaries, etc.					RATING LETTER S
SPECIFIC DUTY NO. 5 After hours, grants clearances (in consultation with responsible area division) for the use of dissemmed CS information in finished intel publications in a manner denied by dissemination controls					RATING LETTER S
SPECIFIC DUTY NO. 6 Maintains good working relations not only with DDP area divisions and staff, but with Signal Center and Cable Secretariat at all levels to expedite the dissem of significant reports; works closely with CSDOs and SDOs to keep one another alert to significant events.					RATING LETTER S
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position. Use as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER S

SECRET

SECTION C

NARRATIVE COMMENTS

In this section, significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Apply or explain ratings given in Section B to provide basis for determining future personnel action. Number of days of absence from duty, if any, and supervisory duties and cost consequences in the case of personnel changes, equipment malfunctions, or other factors which may be pertinent. If extra space is needed to complete Section C, attach a separate sheet of paper.

Mr. Hicks continues to perform with exceptional proficiency. In April 1972 he was granted a Quality Step Increase in recognition and as proof of the high esteem in which he is held by his supervisor in the Clandestine Service.

Mr. Hicks' services have been particularly valuable during this reporting period because of DDP's increased concern regarding the strict maintenance of operational security in the dissemination of its intelligence information. Mr. Hicks has been instrumental in referring many reports when in the opinion of IW officers, the authentication statement and the manner in which the report is written would help to pinpoint the source of the information if the report fell in unauthorized hands. Mr. Hicks' notations on the IW log cards which record the action taken on each report indicate the seriousness in which Mr. Hicks approaches his daily tasks and his contributions in reminding Divisional personnel about the essential elements of good reporting and the need to comply with the prescribed format.

The exercise of good judgment in referring or consulting on an Intel Cable prior to its dissemination to the Intelligence Community is an essential element in the proper functioning of this office and upon which depends to a certain extent the Agency's reputation.

With the retirement and reassignment of several IW officers during this reporting period, Mr. Hicks is now the IW officer with the most experience and continuity on the job. This together with his maturity of judgment and ability to withstand the rigors and pressures inherent in an around-the-clock activity, make Mr. Hicks a distinct asset in the unit.

The assignment carries no supervisory responsibilities and does not require any significant demonstration of cost consciousness.

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE READ SECTIONS A, B, AND C OF THIS REPORT		
DATE	SIGNATURE OF EMPLOYEE	
16 October 1972	<i>Calvin W. Hicks</i> Calvin W. Hicks	
2. BY SUPERVISOR		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
16 October 1972	C/FI/INT/IW	<i>Joseph A. Procaccino</i> Joseph A. Procaccino
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
I can add nothing to this evaluation. I share the rater's high opinion of Mr. Hicks' work and characteristics.		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
24 Oct. 1972	C/FI/INT	<i>Thomas F. Thiele</i> Thomas F. Thiele

SECRET

DISC.

PROFILE (PART I)

SSD: 28 May 1964

NAME (Last-First)		SEX		DATE OF BIRTH		DATE OF ENTRY INTO SERVICE	
HICKS, Calvin Wilson		M		8 May 1924		5 Aug 1950	
MARITAL STATUS		DEPENDENT(S)		NO. YEARS OF BIRTH		US NATURALIZATION DATES	
Married		7		1925 1931 1934 1937 1939		NA	
CAREER STATUS		MEMBERSHIP		OTHER STATUS		10. LAST ACT. OFF. QUAL. FOR	
D		Jul 1954				May 1963 PCS O/S	
CURRENT SERVICE STATUS		GRADE		ACTIVE DUTY WITH CIA		RELEASE TO MIL. SER.	
D		X		CAT. 1		CAT. 2	
ASSESSMENT DATE		13. PROFESSIONAL TEST DATE		14. LANGUAGE APTITUDE TEST DATE			
None		None		Aug 1954			

5. NON-CIA EMPLOYMENT

1943-45 Military Service, US Army, Pvt
 1946 National Geophysical Co, Dallas, Texas - Shooter (for seismography) (1 mo)
 1948; 49 Marine Exploration Co, Houston, Texas - Laboratory Helper (5 mos)

6. NON-CIA EDUCATION

1945-50 Texas Agricultural & Mechanical College, College Sta, Texas - BS Geology
 1949 Univ of Houston, Houston, Texas - Geology (Geophysical)

7. FOREIGN LANGUAGE ABILITIES
 Language, Proficiency, Date Tested

None

8. AGENCY SPONSORED TRAINING

1950 1952 1953 1954 1955 1956 1957 1958 1959 1960 1961 1962 1963 1964 1965 1966 1967 1968 1969 1970 1971 1972 1973 1974 1975 1976 1977 1978 1979 1980 1981 1982 1983 1984 1985 1986 1987 1988 1989 1990 1991 1992 1993 1994 1995 1996 1997 1998 1999 2000 2001 2002 2003 2004 2005 2006 2007 2008 2009 2010 2011 2012 2013 2014 2015 2016 2017 2018 2019 2020 2021 2022 2023 2024 2025 2026 2027 2028 2029 2030 2031 2032 2033 2034 2035 2036 2037 2038 2039 2040 2041 2042 2043 2044 2045 2046 2047 2048 2049 2050 2051 2052 2053 2054 2055 2056 2057 2058 2059 2060 2061 2062 2063 2064 2065 2066 2067 2068 2069 2070 2071 2072 2073 2074 2075 2076 2077 2078 2079 2080 2081 2082 2083 2084 2085 2086 2087 2088 2089 2090 2091 2092 2093 2094 2095 2096 2097 2098 2099 2100 2101 2102 2103 2104 2105 2106 2107 2108 2109 2110 2111 2112 2113 2114 2115 2116 2117 2118 2119 2120 2121 2122 2123 2124 2125 2126 2127 2128 2129 2130 2131 2132 2133 2134 2135 2136 2137 2138 2139 2140 2141 2142 2143 2144 2145 2146 2147 2148 2149 2150 2151 2152 2153 2154 2155 2156 2157 2158 2159 2160 2161 2162 2163 2164 2165 2166 2167 2168 2169 2170 2171 2172 2173 2174 2175 2176 2177 2178 2179 2180 2181 2182 2183 2184 2185 2186 2187 2188 2189 2190 2191 2192 2193 2194 2195 2196 2197 2198 2199 2200 2201 2202 2203 2204 2205 2206 2207 2208 2209 2210 2211 2212 2213 2214 2215 2216 2217 2218 2219 2220 2221 2222 2223 2224 2225 2226 2227 2228 2229 2230 2231 2232 2233 2234 2235 2236 2237 2238 2239 2240 2241 2242 2243 2244 2245 2246 2247 2248 2249 2250 2251 2252 2253 2254 2255 2256 2257 2258 2259 2260 2261 2262 2263 2264 2265 2266 2267 2268 2269 2270 2271 2272 2273 2274 2275 2276 2277 2278 2279 2280 2281 2282 2283 2284 2285 2286 2287 2288 2289 2290 2291 2292 2293 2294 2295 2296 2297 2298 2299 2300 2301 2302 2303 2304 2305 2306 2307 2308 2309 2310 2311 2312 2313 2314 2315 2316 2317 2318 2319 2320 2321 2322 2323 2324 2325 2326 2327 2328 2329 2330 2331 2332 2333 2334 2335 2336 2337 2338 2339 2340 2341 2342 2343 2344 2345 2346 2347 2348 2349 2350 2351 2352 2353 2354 2355 2356 2357 2358 2359 2360 2361 2362 2363 2364 2365 2366 2367 2368 2369 2370 2371 2372 2373 2374 2375 2376 2377 2378 2379 2380 2381 2382 2383 2384 2385 2386 2387 2388 2389 2390 2391 2392 2393 2394 2395 2396 2397 2398 2399 2400 2401 2402 2403 2404 2405 2406 2407 2408 2409 2410 2411 2412 2413 2414 2415 2416 2417 2418 2419 2420 2421 2422 2423 2424 2425 2426 2427 2428 2429 2430 2431 2432 2433 2434 2435 2436 2437 2438 2439 2440 2441 2442 2443 2444 2445 2446 2447 2448 2449 2450 2451 2452 2453 2454 2455 2456 2457 2458 2459 2460 2461 2462 2463 2464 2465 2466 2467 2468 2469 2470 2471 2472 2473 2474 2475 2476 2477 2478 2479 2480 2481 2482 2483 2484 2485 2486 2487 2488 2489 2490 2491 2492 2493 2494 2495 2496 2497 2498 2499 2500 2501 2502 2503 2504 2505 2506 2507 2508 2509 2510 2511 2512 2513 2514 2515 2516 2517 2518 2519 2520 2521 2522 2523 2524 2525 2526 2527 2528 2529 2530 2531 2532 2533 2534 2535 2536 2537 2538 2539 2540 2541 2542 2543 2544 2545 2546 2547 2548 2549 2550 2551 2552 2553 2554 2555 2556 2557 2558 2559 2560 2561 2562 2563 2564 2565 2566 2567 2568 2569 2570 2571 2572 2573 2574 2575 2576 2577 2578 2579 2580 2581 2582 2583 2584 2585 2586 2587 2588 2589 2590 2591 2592 2593 2594 2595 2596 2597 2598 2599 2600 2601 2602 2603 2604 2605 2606 2607 2608 2609 2610 2611 2612 2613 2614 2615 2616 2617 2618 2619 2620 2621 2622 2623 2624 2625 2626 2627 2628 2629 2630 2631 2632 2633 2634 2635 2636 2637 2638 2639 2640 2641 2642 2643 2644 2645 2646 2647 2648 2649 2650 2651 2652 2653 2654 2655 2656 2657 2658 2659 2660 2661 2662 2663 2664 2665 2666 2667 2668 2669 2670 2671 2672 2673 2674 2675 2676 2677 2678 2679 2680 2681 2682 2683 2684 2685 2686 2687 2688 2689 2690 2691 2692 2693 2694 2695 2696 2697 2698 2699 2700 2701 2702 2703 2704 2705 2706 2707 2708 2709 2710 2711 2712 2713 2714 2715 2716 2717 2718 2719 2720 2721 2722 2723 2724 2725 2726 2727 2728 2729 2730 2731 2732 2733 2734 2735 2736 2737 2738 2739 2740 2741 2742 2743 2744 2745 2746 2747 2748 2749 2750 2751 2752 2753 2754 2755 2756 2757 2758 2759 2760 2761 2762 2763 2764 2765 2766 2767 2768 2769 2770 2771 2772 2773 2774 2775 2776 2777 2778 2779 2780 2781 2782 2783 2784 2785 2786 2787 2788 2789 2790 2791 2792 2793 2794 2795 2796 2797 2798 2799 2800 2801 2802 2803 2804 2805 2806 2807 2808 2809 2810 2811 2812 2813 2814 2815 2816 2817 2818 2819 2820 2821 2822 2823 2824 2825 2826 2827 2828 2829 2830 2831 2832 2833 2834 2835 2836 2837 2838 2839 2840 2841 2842 2843 2844 2845 2846 2847 2848 2849 2850 2851 2852 2853 2854 2855 2856 2857 2858 2859 2860 2861 2862 2863 2864 2865 2866 2867 2868 2869 2870 2871 2872 2873 2874 2875 2876 2877 2878 2879 2880 2881 2882 2883 2884 2885 2886 2887 2888 2889 2890 2891 2892 2893 2894 2895 2896 2897 2898 2899 2900 2901 2902 2903 2904 2905 2906 2907 2908 2909 2910 2911 2912 2913 2914 2915 2916 2917 2918 2919 2920 2921 2922 2923 2924 2925 2926 2927 2928 2929 2930 2931 2932 2933 2934 2935 2936 2937 2938 2939 2940 2941 2942 2943 2944 2945 2946 2947 2948 2949 2950 2951 2952 2953 2954 2955 2956 2957 2958 2959 2960 2961 2962 2963 2964 2965 2966 2967 2968 2969 2970 2971 2972 2973 2974 2975 2976 2977 2978 2979 2980 2981 2982 2983 2984 2985 2986 2987 2988 2989 2990 2991 2992 2993 2994 2995 2996 2997 2998 2999 3000 3001 3002 3003 3004 3005 3006 3007 3008 3009 3010 3011 3012 3013 3014 3015 3016 3017 3018 3019 3020 3021 3022 3023 3024 3025 3026 3027 3028 3029 3030 3031 3032 3033 3034 3035 3036 3037 3038 3039 3040 3041 3042 3043 3044 3045 3046 3047 3048 3049 3050 3051 3052 3053 3054 3055 3056 3057 3058 3059 3060 3061 3062 3063 3064 3065 3066 3067 3068 3069 3070 3071 3072 3073 3074 3075 3076 3077 3078 3079 3080 3081 3082 3083 3084 3085 3086 3087 3088 3089 3090 3091 3092 3093 3094 3095 3096 3097 3098 3099 3100 3101 3102 3103 3104 3105 3106 3107 3108 3109 3110 3111 3112 3113 3114 3115 3116 3117 3118 3119 3120 3121 3122 3123 3124 3125 3126 3127 3128 3129 3130 3131 3132 3133 3134 3135 3136 3137 3138 3139 3140 3141 3142 3143 3144 3145 3146 3147 3148 3149 3150 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3551 3552 3553 3554 3555 3556 3557 3558 3559 3560 3561 3562 3563 3564 3565 3566 3567 3568 3569 3570 3571 3572 3573 3574 3575 3576 3577 3578 3579 3580 3581 3582 3583 3584 3585 3586 3587 3588 3589 3590 3591 3592 3593 3594 3595 3596 3597 3598 3599 3600 3601 3602 3603 3604 3605 3606 3607 3608 3609 3610 3611 3612 3613 3614 3615 3616 3617 3618 3619 3620 3621 3622 3623 3624 3625 3626 3627 3628 3629 3630 3631 3632 3633 3634 3635 3636 3637 3638 3639 3640 3641 3642 3643 3644 3645 3646 3647 3648 3649 3650 3651 3652 3653 3654 3655 3656 3657 3658 3659 3660 3661 3662 3663 3664 3665 3666 3667 3668 3669 3670 3671 3672 3673 3674 3675 3676 3677 3678 3679 3680 3681 3682 3683 3684 3685 3686 3687 3688 3689 3690 3691 3692 3693 3694 3695 3696 3697 3698 3699 3700 3701 3702 3703 3704 3705 3706 3707 3708 3709 3710 3711 3712 3713 3714 3715 3716 3717 3718 3719 3720 3721 3722 3723 3724 3725 3726 3727 3728 3729 3730 3731 3732 3733 3734 3735 3736 3737 3738 3739 3740 3741 3742 3743 3744 3745 3746 3747 3748 3749 3750 3751 3752 3753 3754 3755 3756 3757 3758 3759 3760 3761 3762 3763 3764 3765 3766 3767 3768 3769 3770 3771 3772 3773 3774 3775 3776 3777 3778 3779 3780 3781 3782 3783 3784 3785 3786 3787 3788 3789 3790 3791 3792 3793 3794 3795 3796 3797 3798 3799 3800 3801 3802 3803 3804 3805 3806 3807 3808 3809 3810 3811 3812 3813 3814 3815 3816 3817 3818 3819 3820 3821 3822 3823 3824 3825 3826 3827 3828 3829 3830 3831 3832 3833 3834 3835 3836 3837 3838 3839 3840 3841 3842 3843 3844 3845 3846 3847 3848 3849 3850 3851 3852 3853 3854 3855 3856 3857 3858 3859 3860 3861 3862 3863 3864 3865 3866 3867 3868 3869 3870 3871 3872 3873 3874 3875 3876 3877 3878 3879 3880 3881 3882 3883 3884 3885 3886 3887 3888 3889 3890 3891 3892 3893 3894 3895 3896 3897 3898 3899 3900 3901 3902 3903 3904 3905 3906 3907 3908 3909 3910 3911 3912 3913 3914 3915 3916 3917 3918 3919 3920 3921 3922 3923 3924 3925 3926 3927 3928 3929 3930 3931 3932 3933 3934 3935 3936 3937 3938 3939 3940 3941 3942 3943 3944 3945 3946 3947 3948 3949 3950 3951 3952 3953 3954 3955 3956 3957 3958 3959 3960 3961 3962 3963 3964 3965 3966 3967 3968 3969 3970 3971 3972 3973 3974 3975 3976 3977 3978 3979 3980 3981 3982 3983 3984 3985 3986 3987 3988 3989 3990 3991 3992 3993 3994 3995 3996 3997 3998 3999 4000 4001 4002 4003 4004 4005 4006 4007 4008 4009 4010 4011 4012 4013 4014 4015 4016 4017 4018 4019 4020 4021 4022 4023 4024 4025 4026 4027 4028 4029 4030 4031 4032 4033 4034 4035 4036 4037 4038 4039 4040 4041 4042 4043 4044 4045 4046 4047 4048 4049 4050 4051 4052 4053 4054 4055 4056 4057 4058 4059 4060 4061 4062 4063 4064 4065 4066 4067 4068 4069 4070 4071 4072 4073 4074 4075 4076 4077 4078 4079 4080 4081 4082 4083 4084 4085 4086 4087 4088 4089 4090 4091 4092 4093 4094 4095 4096 4097 4098 4099 4100 4101 4102 4103 4104 4105 4106 4107 4108 4109 4110 4111 4112 4113 4114 4115 4116 4117 4118 4119 4120 4121 4122 4123 4124 4125 4126 4127 4128 4129 4130 4131 4132 4133 4134 4135 4136 4137 4138 4139 4140 4141 4142 4143 4144 4145 4146 4147 4148 4149 4150 4151 4152 4153 4154 4155 4156 4157 4158 4159 4160 4161 4162 4163 4164 4165 4166 4167 4168 4169 4170 4171 4172 4173 4174 4175 4176 4177 4178 4179 4180 4181 4182 41

BIOGRAPHIC PROFILE (PART 1 - Continued)

12-1000

NAME (Last-First-Middle)

WICKS, Calvin Wilson

DATE OF BIRTH

8 Nov 1924

12. CIA EMPLOYMENT HISTORY SINCE 18 SEPT 1947 (Personnel Actions, Military Orders, and Principal Details)

EFFECTIVE DATE	POSITION, TITLE & OCCUPATIONAL CODE	GRADE	SO	ORGANIZATION & ORG. TITLE (If any)	LOCATION
Jul 1966	Ops Of	0136.01	13	D DEP/WH/Br-3/Lima	Hq
Aug 1966	" "	0136.01	13	D DEP/WH/Br-3/Colombia	"
Jun 1967	Watch Of	0132.07	13	D DEP/FISU/IntolGrp/IntolWatch	"

DATE REVIEWED
20 Apr 1973PROFILE REVIEWED BY
cm/jack

12-1000-1a

SECRET

32 JUL 1973

PROFILE

12

FORM NO. 100-1

046261

BIOGRAPHIC PROFILE (PART 2)

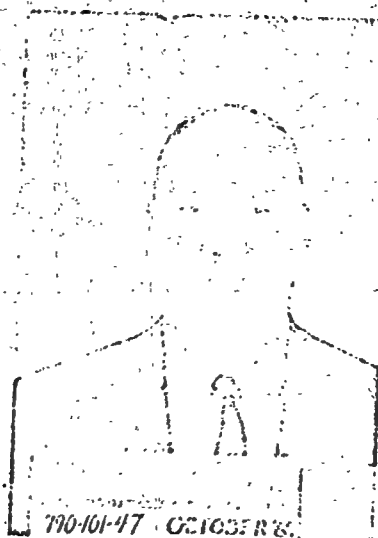
NAME (Last-First-Middle)

HICKS, Calvin Wilson

DATE OF BIRTH

8 Nov 1924

23. SUMMARY OF EVALUATIVE REPORTS FOR THE PAST TWO YEARS



24. SUMMARY OF CAREER PREFERENCE OUTLINE AND/OR FIELD REASSIGNMENT QUESTIONNAIRE

25. IDENTITY OF OTHER DOCUMENTS WHICH SHOULD BE REVIEWED IN DETAIL

26. ADDITIONAL INFORMATION

Commendation 1960 from former Chief of Base, [redacted] for outstanding performance of duty while on the staff of ACLEVER Project, 7 January - 25 August 1960.
 Appreciation and Commendation 1967 from Ch, NE & SA Div for the performance of the FI/Intol Watch during the height of the recent Middle East crisis.
 Appointed 1967 a Records Officer in the Clandestine Services.
 Appreciation 1969 from Ch, Eur Div for the performance of the Intelligence Watch during the President's trip to Europe with endorsement by Ch, FI.
 Award 1972 Quality Step Increase for sustained superior performance.

27. DATE REVIEWED

20 Aug 1973

28. PROFILE REVIEWED BY

umw/jrk

Unsanitized Bioprofile

SECRET

NOTIFICATION OF ESTABLISHMENT OR CANCELLATION OF OFFICIAL COVER BACKSTOP		25 Oct 1974	FILE NO. 9925
TO: (Check)	<input checked="" type="checkbox"/> CHIEF, CONTROL DIVISION, OP	SS NUMBER	
	<input type="checkbox"/> CHIEF, CONTRACT PERSONNEL DIVISION, OP	ENR	
	<input checked="" type="checkbox"/> CHIEF, OPERATING COMPONENT (For action)	OPS STE	
ATTN:	CHIEF SUPPORT STAFF	OFFICIAL COVER	ESTABLISHED
REF:	RETIREMENT		DISCONTINUED
SUBJECT	HICKS, Calvin	UNIT:	
KEEP ON TOP OF FILE WHILE COVER IN EFFECT			
ESTABLISHMENT OF OFFICIAL COVER BLOCK RECORDS		CANCELLATION OF OFFICIAL COVER UNBLOCK RECORDS	
<input type="checkbox"/> BASIC COVER PROVIDED EFFECTIVE DATE _____ <input type="checkbox"/> OPERATIONAL COVER PROVIDED FOR _____ TDY _____ OTHER (Specify) _____		EFFECTIVE DATE: EOD <input checked="" type="checkbox"/> SUBMIT FORM 3254 _____ CIA _____ W-2 TO BE ISSUED. (HNB 20-11) <input type="checkbox"/> SUBMIT FORM 642 IMMEDIATELY TO CHANGE TELEPHONE LIMITATION CATEGORY TO CATEGORY _____ (HNB 20-7) <input type="checkbox"/> EAA: CATEGORY I _____ CATEGORY II _____ <input checked="" type="checkbox"/> RETURN ALL OFFICIAL DOCUMENTATION TO CCS <input checked="" type="checkbox"/> SUBMIT FORM 2688 FOR _____ GEHA HOSPITALIZATION CARD.	
SUBMIT FORM 642 IMMEDIATELY TO CHANGE TELEPHONE LIMITATION CATEGORY TO CATEGORY _____ (HNB 20-7)			
SUBMIT FORM 3254 _____ W-2 TO BE ISSUED. (HNB 20-11)			
SUBMIT FORM 2688 FOR _____ HOSPITALIZATION CARD			
SUBMIT FORM 2688 FOR _____ HOSPITALIZATION CARD			
REMARKS AND/OR COVER HISTORY		DO NOT WRITE IN THIS BLOCK	
Subject will be acknowledged as CIA for entire period of employment and is not to reveal specific places or locations of cover assignments.			
DISTRIBUTION: COPY 1 - CD OR CPD COPY 2 - OPERATING COMPONENT COPY 3 - OS/SRCD COPY 4 - OC-DO/TFB COPY 5 - CCS-FILE		PB:jp James H. Franklin CHIEF, OFFICIAL COVER BRANCH, COVER _____	

FORM 1-74 1551 USE PREVIOUS EDITION

SECRET

E-2, IMPDET CL. BY. 007622

(13-20-43)

THIS MEMORANDUM MUST REMAIN ON TOP OF THIS FILE

16 May 1955

Keep on top of file
MEMORANDUM FOR: The Record

SUBJECT : Credit Reference for Mr. Calvin W. Hicks

1. Mr. Calvin W. Hicks has had the following history of employment with the Agency:

- a. August 1950 - EOD Headquarters
- b. December 1950-April 1952 - FE Division, stationed overseas
- c. April 1952-March 1954 - OTR, Headquarters
- d. March 1954-May 1955 - OTR, [redacted]

During his time at Headquarters he was a student and did not establish credit. While overseas, his cover was that of a [redacted] although he told casual friends that he had been recalled to active duty. From April 1952 to March 1954, he used a [redacted] He used the [redacted] to establish credit there.

2. Mr. Hicks will abide by the above story. Therefore, he should admit no affiliation with the Agency, and his employment with the Agency will be denied.

James J. Thomas
PERSONNEL OFFICER, OTR

CONCUR:

Calvin W. Hicks
Calvin W. Hicks

CONCUR:

MITZEL
Security Officer, OTR

CONCUR:

James J. Thomas
Administrative Officer, OTR

SECRET

FORM 1150-1 FEB 75

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION									
1. SERIAL NUMBER		2. NAME (LAST/FIRST/MIDDLE)							
55551		HICKS, CALVIN W							
3. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
UNDER CIA RETIREMENT AND DISABILITY SYSTEM AND CANCELLATION OF NSCA				12 27 74		REGULAR			
6. FUNDS		7. FAN AND NSCA		8. CSC OR OTHER LEGAL AUTHORITY					
V TO V CF TO V		V TO CF CF TO CF		5222 4116		PL 88-643 SECT 231			
9. ORGANIZATIONAL DESIGNATIONS				10. LOCATION OF OFFICIAL STATION					
OSO/OPERATIONS STAFF INTELLIGENCE GROUP INTELLIGENCE WATCH BRANCH				WASH., D.C.					
11. POSITION TITLE				12. POSITION NUMBER		13. SERVICE DESIGNATION			
WATCH OFFICER				WJ25		DAA			
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
GS		1327		13 9		27632			
18. REMARKS									
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL									
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING		22. STATION CODE		23. INTEGRITY CODE	
45		1		NUMERIC ALPHABETIC		24. HOURS CODE		25. DATE OF BIRTH	
26. NTE EXPIRES		27. SPECIAL REFERENCE		28. RETIREMENT DATA		29. SEPARATION DATA CODE		30. CORRECTION / CANCELLATION	
MO DA YR		MO DA YR		1. CSC 2. CA 3. TCA 4. NONE		TYPE		MO DA	
31. VET. PREFERENCE		32. SERV. COMP. DATE		33. LONG. COMP. DATE		34. CAREER CATEGORY		35. FEGLI	
CODE		MO DA YR		MO DA YR		CAB SERV PROV TEMP		CODE CODE	
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE		42. LEAVE CAT CODE		43. FEDERAL TAX DATA		44. FORM EXECUTED		45. NO TAX EXEMPTION	
CODE		CODE		CODE		1 - YES 2 - NO		CODE	
1. NO PREVIOUS SERVICE 2. NO MILITARY SERVICE 3. BREAK IN SERVICE (LESS THAN 3 YRS.) 4. BREAK IN SERVICE (MORE THAN 3 YRS.)		1. NO 2. YES		1. YES 2. NO		1. YES 2. NO		1. YES 2. NO	
SIGNATURE OR OTHER AUTHENTICATION									



FORM 1150
9-72 Mfg 8-73

Use Previous
Edition

SECRET

E 2 IMPDET CL BY 007622

(4-51)

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION			
OJCS C7731/73			
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)	
056361		HICKS CALVIN W	
3. NATURE OF PERSONNEL ACTION		4. EFFECTIVE DATE	
REASSIGNMENT		07 / 02 / 73	
5. CATEGORY OF EMPLOYMENT		6. ESC OR OTHER LEGAL AUTHORITY	
7. FAN AND RES		8. ESC OR OTHER LEGAL AUTHORITY	
4222 4115 0001			
9. ORGANIZATION DESIGNATIONS		10. LOCATION OF OFFICIAL STATION	
000/05 000/05/PEND REASS		WASH., D.C.	
11. POSITION TITLE		12. POSITION NUMBER	
WATCH OFFICER		0000	
13. CAREER SERVICE DESIGNATION		14. CLASSIFICATION SYMBOLS (GS, LO, etc.)	
D		GS	
15. OCCUPATIONAL SERIES		16. GRADE AND STEP	
0132.07		13	
17. SALARY OR RATE		18. REMARKS	
		<div style="border: 1px solid black; padding: 5px; display: inline-block;"> POSTED 7-1-73 [Signature] </div>	
SIGNATURE OR OTHER AUTHENTICATION			
<div style="border: 1px solid black; padding: 10px; text-align: center;"> <h1>DECLASSIFIED</h1> </div>			

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION				
1. SPIN NUMBER 000001		2. NAME (LAST FIRST MIDDLE) HICKS CARVIN W		
3. NATURE OF PERSONNEL ACTION REASSIGNMENT		4. EFFECTIVE DATE 10 26 73		5. CATEGORY OF EMPLOYMENT
6. FUNDS	X	V TO V	V TO G	7. PAN AND NCA 4222 4116 0001
		G TO V	G TO G	
9. ORGANIZATIONAL DESIGNATIONS CC/CS EDC/OS/IG/INB		10. LOCATION OF OFFICIAL STATION WASH., D.C.		
11. POSITION TITLE WATCH OFFICER		12. POSITION NUMBER 0947	13. CAREER SERVICE DESIGNATION D	
14. CLASSIFICATION SCHEDULE (GS, LB, ONL) GS		15. OCCUPATIONAL SERIES 0152.01	16. GRADE AND STEP 13	17. SALARY OR RATE
18. REMARKS				
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> POSTED 11-873 <i>[Signature]</i> </div>				
SIGNATURE OR OTHER AUTHENTICATION				

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

DCS 07/02/72

1. SERIAL NUMBER 056361		2. NAME (LAST FIRST MIDDLE) MICKS CALVIN W	
3. NATURE OF PERSONNEL ACTION REASSIGNMENT		4. EFFECTIVE DATE MO DA YR 07 01 72	
5. CATEGORY OF EMPLOYMENT		6. FINANCIAL ANALYSIS NO. CHARGEABLE 3223 4116 0000	
7. FUNDS X V TO V Y TO CF CF TO V CF TO CF		8. CSC OR OTHER LEGAL AUTHORITY	
9. ORGANIZATIONAL DESIGNATIONS DDP/FI STAFF		10. LOCATION OF OFFICIAL STATION WASH., D.C.	
11. POSITION TITLE WATCH OFFICER		12. POSITION NUMBER 0947	13. CAREER SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (GS, GS, etc.) GS	15. OCCUPATIONAL SERIES 0132.07	16. GRADE AND STEP 13	17. SALARY OR RATE
18. REMARKS			
SIGNATURE OR OTHER AUTHENTICATION			
<div style="float: right; border: 1px solid black; padding: 5px;"> POSTED 7-27-72 <i>fm</i> </div>			

Form 1150B
7-66 MFG. 2-72

Use Previous
Edition

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

(4-91)

SECRET

(When Filled In)

MLB: 03 JAN 72

NOTIFICATION OF PERSONNEL ACTION

OCF

1. SERIAL NUMBER 056361		2. NAME (LAST-FIRST-MIDDLE) HICKS CALVIN W	
3. NATURE OF PERSONNEL ACTION REASSIGNMENT		4. EFFECTIVE DATE 12 23 71	5. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS X	V TO V CF TO V	V TO CF CF TO CF	7. Financial Analysis Not Chargeable 2222 4116 0000
8. CSC OR OTHER LEGAL AUTHORITY 50 USC 403 J		9. ORGANIZATIONAL DESIGNATIONS DDP/FI STAFF INTELLIGENCE GROUP INTELLIGENCE WATCH	
10. LOCATION OF OFFICIAL STATION WASH., D.C.		11. POSITION TITLE WATCH OFFICER	
12. POSITION NUMBER 0947		13. SERVICE DESIGNATION D	
14. CLASSIFICATION SCHEDULE (US, LB, etc.) GS	15. OCCUPATIONAL SERIES 0132.07	16. GRADE AND STEP 13 7	17. SALARY OR RATE 21313
18. REMARKS HOME BASE: SOD			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL			
19. ACTION CODE 37	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC 32500 ALPHABETIC FI	22. STATION CODE 75013
23. INTEGRITY CODE	24. HEALTH CODE 1	25. DATE OF BIRTH 11 08 24	26. DATE OF GRADE MO DA YR
27. DATE OF SEI MO DA YR	28. RATE EXPIRES MO DA YR	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1. FGS 2. FGS 3. FGS 4. FGS
31. SEPARATION DATA CODE	32. CORRECTION CANCELLATION DATE TYPE MO DA YR	33. SECURITY REQ NO	34. SEX
35. VET PREFERENCE	36. SERV COMP DATE MO DA YR	37. LONG COMP DATE MO DA YR	38. CAREER CATEGORY CODE 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 00
39. HEALTH INSURANCE FEGLI 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 00	40. SOCIAL SECURITY NO	41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 00	
42. LEAVE CAT CODE	43. FEDERAL TAX DATA FORM EXCLUDED 1 YES 2 NO	44. STATE TAX DATA CODE 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 00	45. STATE TAX DATA CODE 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 00
46. SIGNATURE OR OTHER AUTHENTICATION POSTED 5 JAN 1972			

FORM 566 1150
Mfg 6 70Use Previous
Edition

SECRET

BS

GROUP 1
Excluded from automatic
downgrading and
declassification

(When Filled In)

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

005 07/24/71

1. SERIAL NUMBER

2. NAME (LAST-FIRST-MIDDLE)

0196361

LICKS CALVIN W

3. NATURE OF PERSONNEL ACTION

REASSIGNMENT

4. EFFECTIVE DATE

07 01 71

5. CATEGORY OF EMPLOYMENT

6. FUNDS

A V TO V
CF TO V

V TO CF
CF TO CF

7. FINANCIAL ANALYSIS NO. CHARGABLE

8. CSC OR OTHER LEGAL AUTHORITY

2222 4110 0000

9. ORGANIZATIONAL DESIGNATIONS

DDP/FI STAFF

10. LOCATION OF OFFICIAL STATION

NAS-1, D.C.

11. POSITION TITLE

WATCH OFFICER

12. POSITION NUMBER

1032

13. CAREER SERVICE DESIGNATION

D

14. CLASSIFICATION SCHEDULE (GS, LO, etc.)

GS

15. OCCUPATIONAL SERIES

0132.07

16. GRADE AND STEP

13

17. SALARY OR RATE

18. REMARKS

SIGNATURE OR OTHER AUTHENTICATION

POSTED

26 AUG 1971

Form 1150B
7-66 MFG. 11-69

Use Previous
Edition

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

(4-51)

FOR PURPOSES OF THE FAIR LABOR STANDARDS ACT, AS AMENDED,
YOU ARE DESIGNATED EXEMPT.

EFFECTIVE DATE OF DESIGNATION: 01 MAY 1974.

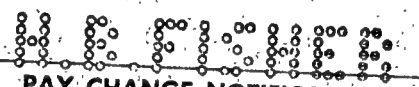
HICKS CALVIN W

056361

42224116


E 47

1 SERIAL NO		2 NAME		3 ORGANIZATION		4 FUNDS		5 LWOP HOURS	
056361		HICKS CALVIN W		32 400		V			
6 OLD SALARY RATE				7 NEW SALARY RATE				8 TYPE ACTION	
Grade	Step	Salary	Last Eff Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ.
GS 13	8	\$25,500	05/02/71	GS 13	9	\$26,184	04/26/74		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE									
SIGNATURE <i>Joseph D. Kocacian</i>						DATE <i>7 February 1974</i>			
<input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD									
CLERKS INITIALS						AUDITED BY: <i>JK</i>			
FORM 7-66 560E		Use previous editions		PAY CHANGE NOTIFICATION				(4-51)	

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours	
056361		HICKS CALVIN W		32 500		Y	
5. OLD SALARY RATE				6. NEW SALARY RATE			
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date
GS-13	7	\$22,487	05/02/71	GS-13	8	\$23,112	04-16-72
7. TYPE ACTION							
PSI LSI ADJ.							
8. Remarks and Authentication							
<p style="text-align: center;">QUALITY STEP INCREASE</p> <p>/s/ H.B. FISHER  DATE: 04-06-72</p> <p style="text-align: center;">PAY CHANGE NOTIFICATION</p>							

Form 9-61 560 Mfg. 3-65 Obsolete Previous Edition

(4-51)

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours	
056361		HICKS CALVIN W		32 500		Y	
5. OLD SALARY RATE				6. NEW SALARY RATE			
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date
GS-13	7	\$22,487	05/02/71	GS-13	8	\$23,112	04-16-72
7. TYPE ACTION							
PSI LSI ADJ.							
8. Remarks and Authentication							
<p style="text-align: center;">QUALITY STEP INCREASE</p> <p>/s/ H.B. FISHER  DATE: 04-06-72</p> <p style="text-align: center;">PAY CHANGE NOTIFICATION</p>							

Form 9-61 560 Mfg. 3-65 Obsolete Previous Edition

(4-51)

TAX

12 2 11

1. SERIAL NO.		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS	
086361		HICKS CALVIN W		32 500		V			
6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPE ACTION	
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	EFFECTIVE DATE	SI	F.D.
GS 13	6	\$20,721	05/04/69	GS 13	7	\$21,313	05/02/71		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.									
SIGNATURE						DATE			
<i>Joseph L. [Signature]</i>						10 Dec 1971			
<input type="checkbox"/> NO EXCESS LWOP <input checked="" type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD									
CLERKS INITIALS						AUDITED BY			
[Initials]						[Signature]			
FORM 560 E Use previous editions PAY CHANGE NOTIFICATION (4-51)									

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 92-210 AND EXECUTIVE ORDER 11637 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 9 JANUARY 1972

NAME
HICKS CALVIN W

SERIAL ORGN. FUNDS GR=STEP
056361 32 500 V GS 13 7

NEW
SALARY
\$22,487

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 90-266
PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,
AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 8 OCTOBER 1967

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
HICKS CALVIN W	056361	32	500	V GS 13 5	\$14,665	\$15,307

c/wm/13 *G 36* *FF H 8*

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours				
056361		HICKS CALVIN W		51 400 V						
5. OLD SALARY RATE				6. NEW SALARY RATE				7. TYPE ACTION		
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADJ.
GS 13	4	\$14,217	05/09/65	GS 13	5	\$14,665	05-07-67 10-21-67			
8. Remarks and Authentication										
<input checked="" type="checkbox"/> NO EXCESS LWOP <input checked="" type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input checked="" type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS <i>B.J.</i> AUDITED BY <i>[Signature]</i>										
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.										
SIGNATURE: <i>[Signature]</i> DATE: <i>[Signature]</i>										
PAY CHANGE NOTIFICATION										

00000

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 91-656 AND
EXECUTIVE ORDER 11576 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE
CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 JANUARY 1971

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
HICKS CALVIN W.	056361	32	500	V GS 13 6	\$20,721

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 91-231 AND
EXECUTIVE ORDER 11524 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE
CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 28 DECEMBER 1969

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
HICKS CALVIN W	056361	32	500	V GS 13 6	\$19,555

PAY ADJUSTMENT IN ACCORDANCE WITH SECTION 212 OF PL 90-205 AND EXECUTIVE ORDER 11674 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 13 JULY 1969

NAME	SERIAL	OPGR.	FUNDS	GR-STEP	NEW SALARY
HICKS CALVIN W	056361	32	500	V GS 13 5	\$18,447

H8

1. SERIAL NO.		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS	
056361		HICKS CALVIN W		32 500		V			
6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPE ACTION	
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ.
GS 13	5	\$16,329	05/07/67	GS 13	6	\$16,809	05/04/69		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.									
SIGNATURE <i>Ed. J. Flanagan</i>						DATE <i>6 Nov 1969</i>			
<input checked="" type="checkbox"/> NO EXCESS LWOP <input checked="" type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD									
CLERKS INITIALS		RECORDED INDEXED FILED							
FORM 560 E		PAY CHANGE NOTIFICATION						(4-51)	

DB

14-00000

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTIONS 212 AND 216 OF PL 90-206 AND EXECUTIVE ORDER 11713 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A-DCI DIRECTIVE DATED 6 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 14 JULY 1968

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
HICKS CALVIN W	056361	32	500	V GS 13 3	\$19,307	\$16,329

"PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF TITLE 5, U.S.C. AND EXECUTIVE ORDER 11739 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 06 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 14 OCTOBER 1973

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
HICKS CALVIN W	056361	32	400	V GS 13 8	\$25,500

00000

"PAY ADJUSTMENT IN ACCORDANCE WITH 5 U.S.C. 5305 AND EXECUTIVE ORDER 11691 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 08 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 07 JANUARY 1973

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
HICKS CALVIN W	056361	32	500	V GS 13 8	\$24,299

"PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF TITLE 5, U.S.C. AND EXECUTIVE ORDER 11611 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 08 OCTOBER 1962."

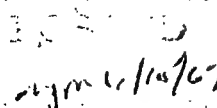
EFFECTIVE DATE OF PAY ADJUSTMENT: 13 OCTOBER 1974

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
HICKS CALVIN W	056361	32	400	V GS 13 9	\$27,632

SECRET
(When Filled In)

BJT: 14 JUN 67

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER 056361		2. NAME (LAST FIRST-MIDDLE) HICKS CALVIN W	
3. NATURE OF PERSONNEL ACTION DESIGNATION AS PARTICIPANT IN CIA RETIREMENT AND DISABILITY SYSTEM		4. EFFECTIVE DATE MO. DA. YR. 06 04 67	5. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS <input checked="" type="checkbox"/> V. TO V <input type="checkbox"/> CF TO V	<input type="checkbox"/> V TO CF <input type="checkbox"/> CF TO CF	7. Financial Analysis No. Chargeable 7223 0007 0000	8. CSC OR OTHER LEGAL AUTHORITY PL 88-643 SECT. 208
9. ORGANIZATIONAL DESIGNATIONS DDP/FI		10. LOCATION OF OFFICIAL STATION WASH., DC	
11. POSITION TITLE		12. POSITION NUMBER	13. SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (GS, LO, etc.)	15. OCCUPATIONAL SERIES	16. GRADE AND STEP 13	17. SALARY OR RATE
18. REMARKS			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL			
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING NUMERIC ALPHABETIC	22. STATION CODE
			23. INTEGREE CODE
			24. Hdqtrs. Code
			25. DATE OF BIRTH MO. DA. YR.
			26. DATE OF GRADE MO. DA. YR.
			27. DATE OF LER MO. DA. YR.
28. NIE EXPIRES MO. DA. YR.	29. SPECIAL REFERENCE 1 - LSC 2 - CIA 3 - PICA 4 - NONE	30. RETIREMENT DATA CODE 2	31. SEPARATION DATA CODE
			32. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.
			33. SECURITY REG NO.
			34. SEX
35. VET. PREFERENCE CODE 0 - NONE 1 - 5 PT 2 - 10 PT.	36. SERV. COMP. DATE MO. DA. YR.	37. LONG COMP. DATE MO. DA. YR.	38. CAREER CATEGORY LAN. HIS. PRIV. EMP.
			39. FEGLI / HEALTH INSURANCE CODE CODE 0 - WAIVER 1 - YES HEALTH INS. CODE
			40. SOCIAL SECURITY NO.
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS 1 - YES 2 - NO	44. STATE TAX DATA FORM EXECUTED CODE NO. TAX STATE CODE 1 - YES 2 - NO
SIGNATURE OR OTHER AUTHENTICATION			
<div style="text-align: right;">  14 JUN 67 </div>			

FORM 1150
5-66

Use Previous
Edition

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification
(When Filled)

SECRET
(When Filled In)

OUT: 2 JUN 67

NOTIFICATION OF PERSONNEL ACTION

OCF

1. SERIAL NUMBER: 2. NAME (LAST-FIRST-MIDDLE)

056361 HICKS CALVIN W

3. NATURE OF PERSONNEL ACTION

REASSIGNMENT

4. EFFECTIVE DATE

06 04 67

5. CATEGORY OF EMPLOYMENT

REGULAR

6. FUNDS

X

V TO V

V TO CF

CF TO V

CF TO CF

7. Financial Analysis No. Chargeable

7223 0007 0000

8. CSC OR OTHER LEGAL AUTHORITY

50 USC 403 J

9. ORGANIZATIONAL DESIGNATIONS

DDP/FI STAFF
INTELLIGENCE GROUP
INTELLIGENCE WATCH

10. LOCATION OF OFFICIAL STATION

WASH., D.C.

11. POSITION TITLE

WATCH OFFICER

12. POSITION NUMBER

1032

13. SERVICE DESIGNATION

D

14. CLASSIFICATION SCHEDULE (GS, LO, etc.)

GS

15. OCCUPATIONAL SERIES

0132.07

16. GRADE AND STEP

13 5

17. SALARY OR RATE

14665

18. REMARKS

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. EMPLOY. CODE	21. OFFICE CODING NUMERIC ALPHABETIC	22. STATION CODE	23. INTEGREE CODE	24. Hdqrs. Code	25. DATE OF BIRTH MO DA YR	26. DATE OF GRADE MO DA YR	27. DATE OF LEI MO DA YR
37	10	32500 FI	75013		1	11 08 24		
28. NTE EXPIRES MO DA YR	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1 - CSC 2 - CIA 3 - FICA 5 - NONE	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA TYPE MO DA YR	EOD DATA		33. SECURITY REQ NO.	34. SEX
35. VET PREFERENCE CODE 0 - NONE 1 - 5 PT 2 - 10 PT	36. SERV COMP DATE MO DA YR	37. LONG. COMP. DATE MO DA YR	38. CAREER CATEGORY LAR HEALTH PALT - TEMP	39. FEGLI / HEALTH INSURANCE CODE CODE 0 - WAIVER 1 - YES	40. SOCIAL SECURITY NO			
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)	42. LEAVE CAT CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE NO TAX EXEMPTIONS 1 - YES 2 - NO	44. STATE TAX DATA FORM EXECUTED CODE NO TAX STATE CODE 1 - YES 2 - NO					

SIGNATURE OR OTHER AUTHENTICATION

FROM: WH

POSTED

JUN 6/67

FORM 5-66 1150

Use Previous Edition

SECRET

Plw

GROUP 1
Excluded from automatic
downgrading and
declassification

(When Filled In)

SECRET
(When Filled In)

But, 27 APR 67

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER 058361		2. NAME (LAST FIRST-MIDDLE) HICKS CALVIN W	
3. NATURE OF PERSONNEL ACTION REASSIGNMENT		4. EFFECTIVE DATE MO DA YR 04 23 67	
		5. CATEGORY OF EMPLOYMENT REGULAR	
6. FUNDS X		7. Financial Analysis No. Chargeable 7235 0620 0000	
8. CSC OR OTHER LEGAL AUTHORITY 50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS DCP/WH BRANCH 3 COLOMBIA SECTION		10. LOCATION OF OFFICIAL STATION WASH., D.C.	
11. POSITION TITLE OFS OFFICER		12. POSITION NUMBER 1353	
13. SERVICE DESIGNATION D			
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS		15. OCCUPATIONAL SERIES 0136.01	
16. GRADE AND STEP 13 4		17. SALARY OR RATE 14217	
18. REMARKS			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL			
19. ACTION CODE 37		20. EMPLOY. CODE 10	
21. OFFICE CODING NUMERIC ALPHABETIC 51400 WH		22. STATION CODE 75013	
23. INTEGREE CODE		24. MOBILE CODE 1	
25. DATE OF BIRTH MO DA YR 11 08 24		26. DATE OF GRADE MO DA YR	
27. DATE OF LEI MO DA YR		28. SECURITY REQ NO.	
29. NTE EXPIRES MO DA YR XX XX XX		30. SPECIAL REFERENCE 1 - CSC 2 - CIB 3 - FICA 4 - NONE	
31. RETIREMENT DATA CODE		32. SEPARATION DATA CODE TYPE MO DA YR	
33. VET. PREFERENCE CODE 0 - NONE 1 - 5 PT 2 - 10 PT		34. SERV. COMP DATE MO DA YR	
35. LONG COMP. DATE MO DA YR		36. CAREER CATEGORY CAR HLT PRIL TEMP	
37. FEGLI / HEALTH INSURANCE CODE 0 - WAIVER 1 - YES		38. SOCIAL SECURITY NO	
39. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)		40. LEAVE CAT CODE	
41. FEDERAL TAX DATA FORM EXECUTED CODE NO TAX EXEMPTIONS 1 - YES 2 - NO		42. STATE TAX DATA FORM EXECUTED CODE NO TAX EXEMPTIONS 1 - YES 2 - NO	
SIGNATURE OR OTHER AUTHENTICATION			

1150

Use Previous
Edition

SECRET

BJT

GROUP 1
Excluded from automatic
downgrading and
declassification

(When Filled In)

POSTED

04-28-77

ZF: 27 SEPT 66

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION												
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)										
056361		HICKS, CALVIN W										
3. NATURE OF PERSONNEL ACTION					4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT					
REASSIGNMENT					09 15 66		REGULAR					
6. FUNDS		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY								
X		7235 0620 0000		50 USC 403 J								
9. ORGANIZATIONAL DESIGNATIONS					10. LOCATION OF OFFICIAL STATION							
ODP/WH BRANCH 3 COLOMBIA SECTION					WASH., D.C.							
11. POSITION TITLE					12. POSITION NUMBER		13. SERVICE DESIGNATION					
OPS OFFICER					1359		D					
14. CLASSIFICATION SCHEDULE (GS, E, etc.)			15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE					
GS			0136.01		13 4		14217					
18. REMARKS												
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL												
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTEGREE CODE	24. HOURS CODE	25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI	
37	10	NUMERIC	ALPHABETIC	75013		1	MO.	DA.	YR.	MO.	DA.	YR.
		51400	WH				11	08	24			
28. NTE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ NO		34. SEX
NO DA. YR.		1 - CSC 2 - PICA 3 - NONE		CODE		TYPE		MO DA YR				
09 14 68		84										
35. YET. PREFERENCE		36. SERV. COMP. DATE		37. LONG COMP. DATE		38. CAREER CATEGORY		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO		
CODE		NO DA YR		NO DA YR		CAN. BEN. TEMP		CODE		CODE		
0 - NONE 1 - 5 PT 2 - 10 PT								0 - WAIVER 1 - YES		HEALTH INS CODE		
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT CODE		43. FEDERAL TAX DATA				44. STATE TAX DATA		
0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS.) 3 - BREAK IN SERVICE (MORE THAN 3 YRS.)				CODE		FORM EXECUTED CODE NO TAX EXEMPTIONS				FORM EXECUTED CODE NO TAX EXEMPT		
						1 - YES 2 - NO				1 - YES 2 - NO		
SIGNATURE OR OTHER AUTHENTICATION												

1150

Use Previous
Edition

SECRET

POSTED

100-301000
FORM 100-301000
000-301000

(When Filled In)

REF: 10 AUG 66

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION									
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)							
056361		HICKS CALVIN W							
3. NATURE OF PERSONNEL ACTION					4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT		
REASSIGNMENT					07 31 66		REGULAR		
6. FUNDS		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY					
X		7235 0620 0000		50 USC 403 J					
9. ORGANIZATIONAL DESIGNATIONS					10. LOCATION OF OFFICIAL STATION				
DDP/WH BRANCH 3 LIMA SECTION					WASH., D.C.				
11. POSITION TITLE					12. POSITION NUMBER		13. SERVICE DESIGNATION		
OPS OFFICER					1392		D		
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)			15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE		
GS			0136.01		13 4		14217		
18. REMARKS									
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL									
19. ACTION CODE	20. EMPLOY. CODE	21. OFFICE CODING		22. STATION CODE	23. INTEGREE CODE	24. Hqtn. Code	25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEI
37	10	NUMERIC	ALPHABETIC	75013			NO DA YR	NO DA YR	NO DA YR
		51400	WH				11 08 24		
28. NTE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA	
NO. DA YR.		1. CSC 2. FICA 3. NONE		CODE		TYPE NO. DA YR		33. SECURITY REQ NO.	
								EOD DATA	
35. VET. PREFERENCE		36. SERV. COMP. DATE		37. LONG. COMP. DATE		38. CAREER CATEGORY		39. FEGLI / HEALTH INSURANCE	
CODE		NO. DA YR		NO. DA YR		CAR DESV PHOV TFMF		CODE CODE 0 - WAIVER 1 - YES	
0 - NONE 1 - 5 PT 2 - 10 PT								HEALTH INS CODE	
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA		44. STATE TAX DATA	
CODE				CODE		FORM EXECUTED		FORM EXECUTED	
0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)						CODE NO TAX EXEMPTIONS		CODE NO TAX EXEMPTIONS	
						1 - YES 2 - NO		1 - YES 2 - NO	
SIGNATURE OR OTHER AUTHENTICATION									

FORM 11-62 1150

Use Previous Edition

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

(When Filled In)

14-00000

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-504
PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,
AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 3 JULY 1966

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
HICKS CALVIN W	056361	51	997	V GS-13 4	\$13,815	\$14,217

RZF: 21 SEPT 65

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION												
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)										
056361		HICKS CALVIN W										
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT				
REASSIGNMENT						09 21 65		REGULAR				
6. FUNDS		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY								
X		6235 0623 0000		50 USC 403 J								
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION						
DDP/WH CS/CS DEVELOPMENT COMPLEMENT						WASH., D.C.						
11. POSITION TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION				
OPS OFFICER						9997		D				
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)			15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE					
GS			0136.01		13 4		13335					
18. REMARKS												
TRAINING												
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL												
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTEGREE CODE	24. Hdqtrs. Code	25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI	
37	13	NUMERIC	ALPHABETIC	75013			MO	DA	YR	MO	DA	YR
		51997	WH				11	08	24			
28. MTE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION CANCELLATION DATA		33. SECURITY REQ NO		34. SER
MO	DA	YR		1. CSC 2. FICA 3. NONE	CODE			TYPE	MO	DA	YR	
35. VET. PREFERENCE		36. SERV. COMP DATE		37. LONG COMP. DATE		38. CAREER CATEGORY		39. PEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO		
CODE	0 - NONE 1 - 5 PT 2 - 10 PT	MO	DA	YR	MO	DA	YR	CAR	HEALTH	CODE	0 - WAIVER 1 - YES	HEALTH INS CODE
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT CODE		43. FEDERAL TAX DATA		44. STATE TAX DATA				
CODE				CODE		FORM EXECUTED CODE		NO TAX EXEMPTIONS		FORM EXECUTED		
0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)						1 - YES 2 - NO				1 - YES 2 - NO		
SIGNATURE OR OTHER AUTHENTICATION												
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> POSTED SEP 9/23/65 </div>												

FORM 11-62 1150

Use Previous Edition

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

(When Filled In)

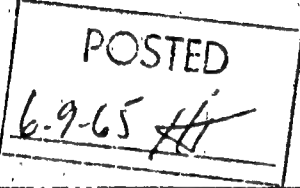
"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 49-301
PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,
AS AMENDED, AND A-DCI POLICY DIRECTIVE DATED 8 OCTOBER 1962."
EFFECTIVE DATE OF PAY ADJUSTMENT: 10 OCTOBER 1965

NAME: HICKS CALVIN W
SERIAL: 056361
ORGN: 51
FUND: 997
GR-STEP: V GS 13 4
OLD SALARY: \$13,335
NEW SALARY: \$13,815

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours	
056361		HICKS CALVIN W		49 300 38F V			
5. OLD SALARY RATE				6. NEW SALARY RATE			
Grade	Step	Salary	Last Eff Date	Grade	Step	Salary	Effective Date
GS 13	3	\$12,915	05/10/64	GS 13	4	\$13,335	05/09/65
7. TYPE ACTION							
PSI LSI ADL							
8. Remarks and Authentication							
/ / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS <i>AV</i> AUDITED BY							
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.							
SIGNATURE: <i>[Signature]</i>				DATE: 5/4/65			
PAY CHANGE NOTIFICATION							

MAY 12 4 25 PM '65

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION									
OCS 05/27/65									
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)							
056361		HICKS CALVIN W							
3. NATURE OF PERSONNEL ACTION					4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT		
REASSIGNMENT					05/31/65				
6. FUNDS		7. COST CENTER NO. CHARGEABLE		8. CXC OR OTHER LEGAL AUTHORITY					
<input checked="" type="checkbox"/> V TO V <input type="checkbox"/> C TO V <input type="checkbox"/> V TO C <input type="checkbox"/> C TO C		5235 1162 0000							
9. ORGANIZATIONAL DESIGNATIONS					10. LOCATION OF OFFICIAL STATION				
DDP/WH DIVISION WH C MIAMI OPS BR PM SEC					WASH., D. C.				
11. POSITION TITLE					12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION		
OPS OFFICER					1140		U		
14. CLASSIFICATION SCHEDULE (GS 18 etc.)			15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE		
GS			0136.01		13				
18. REMARKS									
<div align="center">  </div>									
SIGNATURE OR OTHER AUTHENTICATION									

Form 11508
MFG. 1-63

Use Previous
Edition

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

(When Filled In)

(45)

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION					
ADPD 07/01/64					
1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)			
056361		HICKS CALVIN W			
3. NATURE OF PERSONNEL ACTION			4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT
REASSIGNMENT			06 19 64		
6. FUNDS		7. COST CENTER NO. (CHARGEABLE)		8. CSC OR OTHER LEGAL AUTHORITY	
<input checked="" type="checkbox"/> V TO V <input type="checkbox"/> V TO CF <input type="checkbox"/> CF TO V <input type="checkbox"/> CF TO CF		4232 1000 1000			
9. ORGANIZATIONAL DESIGNATIONS			10. LOCATION OF OFFICIAL STATION		
DDP/SAS M O B PM SEC			WASH., D. C.		
11. POSITION TITLE			12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION
OPS OFFICER CH			0930		D
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)		15. OCCUPATIONAL SERIES		17. SALARY OR RATE	
GS		0136.01		13	
16. GRADE AND STEP					
18. REMARKS					

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours	
056361		HICKS CALVIN W		49 450		39 F	
5. OLD SALARY RATE				6. NEW SALARY RATE			
Grade	Step	Salary	Last EN Date	Grade	Step	Salary	Effective Date
GS 13	2	\$12,110	05/12/63	GS 13	3	\$12,495	05/10/64
7. TYPE ACTION							
PSI LSI ADJ							
8. Remarks and Authentication							
NO EXCESS LWOP IN PAY STATUS AT END OF WAITING PERIOD LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS AUDITED BY: <i>ck</i>							
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.							
SIGNATURE: <i>[Signature]</i>				DATE: <i>April 64</i>			
PAY CHANGE NOTIFICATION							

Form 9-61 560

Obsolete Previous Edition

(4-51)

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87-793 AND DCI
MEMORANDUM DATED 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS,
EFFECTIVE 5 JANUARY 1964.

NAME	SERIAL	ORGN	FUNDS	GR-ST	OLD SALARY	NEW SALARY
HICKS CALVIN W	056361	49	450	V GS 13 2	\$11,515	\$12,110

1 Serial No		2 Name		3 Cost Center Number		4 LWOP Hours	
056361		HICKS CALVIN W		61.450 V 3			
5 OLD SALARY RATE				6 NEW SALARY RATE		7 TYPE ACTION	
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date
GS 13	1	\$11,150	05/13/62	GS 13	2	\$11,515	05/12/63
8 Remarks and Authentication							
/ / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS AUDITED BY							
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.							
SIGNATURE: <i>[Signature]</i>				DATE: 25 MAR 63			
PAY CHANGE NOTIFICATION							

NOTIFICATION OF PERSONNEL ACTION												
OCF												
1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)										
056361		HICKS CALVIN W										
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE			5. CATEGORY OF EMPLOYMENT			
PROMOTION						05 13 62			REGULAR			
6. FUNDS		V TO V		V TO CF		7. COST CENTER NO. CHARGEABLE			8. CSC OR OTHER LEGAL AUTHORITY			
X						2235 1400 1000			50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION						
DOP TASK FORCE W PARAMILITARY BRANCH						WASH., D. C.						
11. POSITION TITLE						12. POSITION NUMBER			13. CAREER SERVICE DESIGNATION			
OPS. OFFICER						0715			D			
14. CLASSIFICATION SCHEDULE (GS, LS, etc.)			15. OCCUPATIONAL SERIES			16. GRADE AND STEP			17. SALARY OR RATE			
GS			0136.01			13 1			10635			
18. REMARKS												
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL												
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTEGREE CODE	24. Hdqtrs. Code	25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI	
22	10	61450	7-FW	75013		1	11	08	24	05	13	62
28. NTE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ. NO		34. SEX
								EOD DATA				
35. VET PREFERENCE		36. SERV. COMP. DATE		37. LONG. COMP. DATE		38. MIL. SERV. CREDIT/LCO		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO.		
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA				44. STATE TAX DATA		
SIGNATURE OR OTHER AUTHENTICATION												
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> POSTED 05/23/62 WK </div>												

Form 8-61 1150

Use Previous Edition

SECRET

(4-51)

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87-795 AND
OCC MEMORANDUM DATED 1 AUGUST 1964, SALARY IS ADJUSTED AS FOLLOWS:
EFFECTIVE 14 OCTOBER 1962

NAME	SERIAL	ORGN	FUNDS	OLD GRST SALARY	NEW GRST SALARY
HICKS CALVIN W	056361	61450	V	13 1 10635	13 1 11150

PSC: 18 AUG 1961

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION																	
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)															
056361		HICKS CALVIN W															
3. NATURE OF PERSONNEL ACTION REASSIGNMENT AND TRANSFER TO VOUCHERED FUNDS										4. EFFECTIVE DATE MO DA YR 08 20 61		5. CATEGORY OF EMPLOYMENT REGULAR					
6. FUNDS		V TO V		V TO CF		7. COST CENTER NO. CHARGEABLE				8. CSC OR OTHER LEGAL AUTHORITY							
X		CF TO V		CF TO CF		2635 5000 8021				50 USC 403 J							
9. ORGANIZATIONAL DESIGNATIONS DDP WH BRANCH 4 PARAMILITARY SECTION										10. LOCATION OF OFFICIAL STATION WASH., D.C.							
11. POSITION TITLE OPS OFFICER										12. POSITION NUMBER 0716		13. CAREER SERVICE DESIGNATION D					
14. CLASSIFICATION SCHEDULE (GS, WB, etc.) GS				15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 12 4		17. SALARY OR RATE 9735									
18. REMARKS																	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL																	
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING NUMERIC ALPHABETIC		22. STATION CODE		23. INTEGREE CODE		24. MGRS. CODE		25. DATE OF BIRTH MO DA YR		26. DATE OF GRADE MO DA YR		27. DATE OF LEI MO DA YR	
16		10		64450 WH		75013				1		11 08 24					
28. NTE EXPIRES MO DA YR		29. SPECIAL REFERENCE		30. RETIREMENT DATA 1 - CSC 2 - FICA 3 - NONE		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA TYPE MO DA YR		EOD DATA		33. SECURITY REQ NO.		34. SEN			
35. VET PREFERENCE CODE 0 - NONE 1 - 5 PT 2 - 10 PT		36. SERV. COMP. DATE MO DA YR		37. LONG. COMP. DATE MO DA YR		38. MIL. SERV. CREDIT/LED 1 - YES 2 - NO		39. FEGLI / HEALTH INSURANCE CODE CODE 0 - WAIVER 1 - YES		40. SOCIAL SECURITY NO							
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 12 MOS) 3 - BREAK IN SERVICE (MORE THAN 12 MOS)				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA FORM EXECUTED CODE NO TAX EXEMPTIONS 1 - YES 2 - NO				44. STATE TAX DATA FORM EXECUTED CODE NO TAX EXEMP STATE CODE 1 - YES 2 - NO							
SIGNATURE OR OTHER AUTHENTICATION																	
<div style="border: 1px solid black; padding: 10px; display: inline-block;"> DOCKETED 08/29/61 VK </div>																	

BWS: 1 NOV 1960

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)									
056361		HICKS CALVIN W									
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
REASSIGNMENT (TEMPORARY)*						11 04 60		REGULAR			
6. FUNDS		V TO V		V TO CF		7. POST CENTER NO CHARGEABLE		8. ESC OR OTHER LEGAL AUTHORITY			
CF TO V		X		CF TO CF		1535 5000 0021		50 USC 403			
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDP WH BRANCH						WASH., D. C.					
11. POSITION TITLE						12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION			
GUERRILLA WAR OF						0000		0			
14. CLASSIFICATION SCHEDULE (GS, NB, WH)				15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
GS				0136.14		12 3		9475			
18. REMARKS											
*UPON TERMINATION OF THIS TEMPORARY ASSIGNMENT YOU WILL BE REASSIGNED AS THE HEAD OF YOUR CAREER SERVICE DIRECTS.											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING		22. STATION CODE		23. INTRAGREE CODE		24. HIGHT CODE	
37		10		NUMERIC ALPHABETIC 64450 WH		75013		1		11 08 24	
25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI		28. RETIREMENT DATA		29. SPECIAL REFERENCE		30. SEPARATION DATA CODE	
NO DA YR		NO DA YR		NO DA YR		1 - CJC 2 - FICA 3 - NONE		1 - YES 2 - NO		1 - YES 2 - NO	
31. VET. PREFERENCE		32. SERV. COMP. DATE		33. LONG. COMP. DATE		34. MIL. SERV. CREDIT/LEO		35. FEGLI / HEALTH INSURANCE		36. SOCIAL SECURITY NO.	
CODE		CODE		CODE		CODE		CODE		CODE	
0 - NONE 1 - 5 PT. 2 - 10 PT.		NO DA YR		NO DA YR		1 - YES 2 - NO		1 - YES 2 - NO		1 - YES 2 - NO	
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT. CODE				43. FEDERAL TAX DATA			
CODE				CODE				CODE			
0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 12 MOS) 3 - BREAK IN SERVICE (MORE THAN 12 MOS)				FORM EXECUTED 1 - YES 2 - NO				FORM EXECUTED 1 - YES 2 - NO			
44. STATE TAX DATA				45. STATE TAX DATA				46. STATE TAX DATA			
CODE				CODE				CODE			
0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 12 MOS) 3 - BREAK IN SERVICE (MORE THAN 12 MOS)				FORM EXECUTED 1 - YES 2 - NO				FORM EXECUTED 1 - YES 2 - NO			
SIGNATURE OR OTHER AUTHENTICATION											
<div style="float: right; border: 1px solid black; padding: 5px;"> POSTED 11/17/60 ZK </div>											

Form 6-60 1150

Obsolete Previous Editions

SECRET

(4-81)

SECRET
(When Filled In)

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours	
556361		HICKS CALVIN W		DDP/WH UN UV			
5. OLD SALARY RATE				6. NEW SALARY RATE			
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date
GS	12 3	\$ 9,475	11/15/59	12	4	\$ 9,735	05/14/61
7. TYPE ACTION							
PSI	LSI	ADI					

8. Remarks and Authentication

X / NO EXCESS LWOP

/ IN PAY STATUS AT END OF WAITING PERIOD

US AT END OF WAITING PERIOD

IN ACCORDANCE WITH THE PROVISIONS OF P. L. 86-563 AND DCI MEMO DATED
1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS EFFECTIVE 10 JULY 1960.

SD	NAME	SERIAL	ORGN	GR-ST	OLD SALARY	NEW SALARY
DM	HICKS CALVIN W	556361	50 45	GS-12 3	\$ 8,810	\$ 9,475

/s/ EMMETT D. ECHOLS
DIRECTOR OF PERSONNEL

SECRET
(When Filled In)

BLT. 21 OCT 1960

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)									
056361		HICKS CALVIN W									
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
REASSIGNMENT						10 02 60		REGULAR			
6. FUNDS		V TO V		V TO CF		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY			
CF TO V		X		CF TO CF		1120 1998 0000		50 USC 403			
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDP - NE CS/CS DEVELOPMENT COMPLEMENT						WASH., D. C.					
11. POSITION TITLE						12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION			
GUERRILLA WAR OFF						9997		D			
14. CLASSIFICATION SCHEDULE (GS, NR, etc.)				15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
GS				0136.14		12 3		9475			
18. REMARKS											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING		22. STATION CODE		23. INTEGREE CODE		24. HQ CODE	
37		16		58997 NE		75013				1	
25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI		28. NTE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA	
11 08 24											
31. SEPARATION DATA CODE		32. CORRECTION CANCELLATION DATA		33. SECURITY REQ NO.		34. SEX		35. VET. PREFERENCE		36. SERV. COMP. DATE	
37. LONG. COMP. DATE		38. MIL. SERV. CREDIT/CD		39. FEGLI HEALTH INSURANCE		40. SOCIAL SECURITY NO.		41. PREVIOUS GOVERNMENT SERVICE DATA		42. LEAVE CAT CODE	
43. FEDERAL TAX DATA		44. STATE TAX DATA		45. FORM EXECUTED		46. TAX EXEMPTIONS		47. FORM EXECUTED		48. TAX STATE CODE	
SIGNATURE OR OTHER AUTHENTICATION											

POSTED

Pte 1960 Personnel
actions

CONFIDENTIAL
CLASSIFICATION

FITNESS REPORT									
SECTION A GENERAL INFORMATION									
1. EMPLOYEE NUMBER 056361		2. NAME (last, first, middle) HICKS, Calvin W.			3. DATE OF BIRTH 8 Nov 24		4. SEX M	5. GRADE GS-13	6. BD D
7. OFFICIAL POSITION TITLE Watch Officer			8. OFF. DIV./BR. OF ASSIGNMENT DDO/OPS/INT/IW			9. CURRENT STATION HQS.		10. CODE (if any) X HQS. OF	
11. TYPE OF APPOINTMENT					12. TYPE OF REPORT				
<input checked="" type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> CONTRACT	<input type="checkbox"/> OTHER (Spec)	<input type="checkbox"/> TEMPORARY	<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT	<input checked="" type="checkbox"/> SPECIAL		
13. REPORTING PERIOD (from-to) 1 October 1973 - 30 September 1974					14. DATE REPORT DUE IN O.P. 31 October 1974				
SECTION B QUALIFICATIONS UPDATE									
IF QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "YES" IN THE BOX TO THE RIGHT. IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX AT RIGHT. No									
SECTION C PERFORMANCE EVALUATION									
<p>U—Unsatisfactory Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section D.</p> <p>M—Marginal Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described.</p> <p>P—Proficient Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p>S—Strong Performance is characterized by exceptional proficiency.</p> <p>O—Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>									
SPECIFIC DUTIES									
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).									
SPECIFIC DUTY NO. 1 (NOTE: DDO IS THE CLOSEST QUALIFICATION CODE TO DESCRIBE THE WORK OF A WATCH OFFICER) — Prepares TD disseminations from DDO intel cables and releases them to the U.S. Intel Community expediting their delivery by advance electrical transmission when appropriate. Also disseminates certain DIV/D cables.								RATING LETTER S	
SPECIFIC DUTY NO. 2 Reviews intel cables for adherence to established reporting procedures and operational security; when necessary deletes objectionable data from the SUPDATA and/or authentication statements.								RATING LETTER S	
SPECIFIC DUTY NO. 3 After hours grants or denies clearances (in consultation with the responsible area division) for use of DDO information in finished intel publications.								RATING LETTER S	
SPECIFIC DUTY NO. 4 Keeps current on the general and special requirements of both internal and external Agency customers particularly when the information involves the security and protection of U.S. and foreign dignitaries, hijacking, etc.								RATING LETTER S	
SPECIFIC DUTY NO. 5 Maintains good working relations not only with DDO area divisions and staffs but with Signal Center, Cable Secretariat at all levels to expedite the dissemination of significant reports; works closely with DDO Duty Officers and SDOs to keep one another alert to significant events.								RATING LETTER S	
SPECIFIC DUTY NO. 6								RATING LETTER	
OVERALL PERFORMANCE IN CURRENT POSITION									
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.								RATING LETTER S	

28 OCT 1974

CONFIDENTIAL
CLASSIFICATION

SECTION D

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section C to provide basis for determining future personnel action. Discuss if performance of managerial or supervisory duties and cost consciousness in the use of personnel, spare equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section D, attach a separate sheet of paper.

During this reporting period Mr. Hicks' performance has continued to be characterized by exceptional proficiency. The record is already replete of laudatory comments regarding his performance not only in IW but in previous assignments. Mr. Hicks is retiring from the Agency at the end of this year on a medical disability.

Since his assignment to IW, 7 1/2 years ago, he has had a medical hold and because of his deep rooted motivation and strong belief in the Agency's mission, he has held on tenaciously until he reached the age of 50. In addition to being a very effective IW officer throughout these years, Mr. Hicks has also performed in a superior manner as a paramilitary officer during the early years of his career, overseas and in Headquarters.

We wish him Godspeed, and our best wishes for good health throughout the coming years.

SECTION E

CERTIFICATION AND COMMENTS

1. BY SUPERVISOR

DATE THIS EVALUATION WAS RECD

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

64

RETIRED

DATE

OFFICIAL TITLE OF SUPERVISOR

TYPED OR PRINTED NAME AND SIGNATURE

24 December 1974

C/OPS/INT/IW

Joseph A. Procaccino

2. BY EMPLOYEE

STATEMENT CONCERNING THIS EVALUATION OF MY PERFORMANCE

DATE

SIGNATURE OF EMPLOYEE

HAVE ATTACHED

X

HAVE NOT ATTACHED

Calvin W. Hicks

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

I concur with the rating official's comments. Mr. Hicks turned in a creditable performance during his extended tour on the Operations Staff, and well deserves his supervisor's "Strong" rating. We all hope that his years of retirement are rewarding and fruitful.

DATE

OFFICIAL TITLE OF REVIEWING OFFICIAL

TYPED OR PRINTED NAME AND SIGNATURE

C/OPS/INT

Eloise R. Page

4. BY EMPLOYEE

I CERTIFY THAT I HAVE BEEN THE ENTIRE IN ALL SECTIONS OF THIS REPORT.

DATE

SIGNATURE OF EMPLOYEE

Employee retired on 27 Dec 1974

CLASSIFICATION
CONFIDENTIAL

CLASSIFICATION

FITNESS REPORT

SECTION A

GENERAL INFORMATION

1. EMPLOYEE NUMBER 056361	2. NAME (Last, first, middle) HICKS, Calvin W.	3. DATE OF BIRTH 8 Nov 24	4. SEX M	5. GRADE GS-13	6. DD D
7. OFFICIAL POSITION TITLE Watch Officer		8. OFF/DIV/BR. OF ASSIGNMENT DDO/OPS/INT/IW	9. CURRENT STATION HQS		10. HQ CD 1
11. TYPE OF APPOINTMENT			12. TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> CONTRACT	<input type="checkbox"/> OTHER, Spec.	<input type="checkbox"/> TEMPORARY	<input checked="" type="checkbox"/> ANNUAL
			<input type="checkbox"/> REASSIGNMENT	<input type="checkbox"/> SPECIAL	
13. REPORTING PERIOD (from-to) 1 Nov 72 - 30 September 73			14. DATE REPORT DUE IN O.P. 31 October 1973		

SECTION B

QUALIFICATIONS UPDATE

IF QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "YES" IN THE BOX TO THE RIGHT. IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX AT RIGHT.

YES

SECTION C

PERFORMANCE EVALUATION

U—Unsatisfactory Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section D.

M—Marginal Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described.

P—Proficient Performance is satisfactory. Desired results are being produced in the manner expected.

S—Strong Performance is characterized by exceptional proficiency.

O—Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

SPECIFIC DUTY NO. 1 (Note: DDO is the closest qualification code to describe the work of a Watch Officer)--Prepares TD disseminations from DDO intel cables and releases them to the U.S. Intel Community expediting their delivery by advance electrical transmission when appropriate. Also disseminates certain DIV/D cables.	RATING LETTER S
SPECIFIC DUTY NO. 2 Reviews intel cables for adherence to established reporting procedures and operational security; when necessary deletes objectionable data from the SUPDATA and/or authentication statements.	RATING LETTER S
SPECIFIC DUTY NO. 3 After hours grants or denies clearances (in consultation with the responsible area division) for use of DDO information in finished intel publications.	RATING LETTER S
SPECIFIC DUTY NO. 4 Keeps current on the general and special requirements of both internal and external Agency customers particularly when the information involves the security and protection of U.S. and foreign dignitaries, hijacking, etc.	RATING LETTER S
SPECIFIC DUTY NO. 5 Maintains good working relations not only with DDO area divisions and staffs but with Signal Center, Cable Secretariat at all levels to expedite the dissemination of significant reports; works closely with DDO Duty Officers and SDOs to keep one another alert to significant events.	RATING LETTER S
SPECIFIC DUTY NO. 6	RATING LETTER

OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.

RATING LETTER

S

15 NOV 1973

CLASSIFICATION

SECTION D

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section C to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment, and funds must be commented on, if applicable. If extra space is needed to complete Section D, attach a separate sheet of paper.

There has been no change in Mr. Hicks' performance from the last reporting period. It is still characterized by exceptional proficiency. He continues to display initiative, resourcefulness and good judgment in the performance of the duties assigned to an IW officer.

Mr. Hicks has been with the Intelligence Watch since June 1967. A medical hold has precluded any further overseas assignments and for this reason his tour in IW has been extended until he reaches age 50 (November 1974) at which time he plans to retire under the Agency retirement system. Throughout this period he has continuously applied himself with diligence and enthusiasm. Even after some protracted sick leave periods he has returned ready to step in and pick up where he left off which is the best proof of his mastery of details and the mechanics of dissemination, as well as his ability to adjust to the stresses and strains resulting from this type of assignment.

Since the inception of his IW assignment he has borne the same responsibilities and carried the same burdens as his colleagues in the GS-14 category and continues to perform at this level. For this sustained high-level of performance in 1972 he received a quality step increase in recognition and as proof of the high esteem in which he is held by his superiors.

Mr. Hicks' resourcefulness and ability to apply the myriad of reporting skills and techniques has been clearly demonstrated in crisis situations such as the recent Chilean political upheaval and the current Near Eastern crisis. The presence of IW officers such as Mr. Hicks enables the DDO to effect electrical dissemination of the high precedence traffic to the Intelligence Community in a matter of minutes on a 24-hour-a-day basis. Since Mr. Hicks carries no supervisory responsibilities he gives all indications of being cost-conscious.

SECTION E

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, C AND D OF THIS REPORT		
DATE 23 October 1973	SIGNATURE OF EMPLOYEE Calvin W. Hicks <i>Calvin W. Hicks</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 50	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 23 October 1973	OFFICIAL TITLE OF SUPERVISOR C/OPS/INT/IW	TYPED OR PRINTED NAME AND SIGNATURE <i>Joseph A. Procaccino</i> Joseph A. Procaccino
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL I have observed Mr. Hicks' performance in various capacities over the years and concur with Mr. Procaccino's rating. His contribution to the Intelligence Watch has, I know, been substantial.		
DATE 13 November 1973	OFFICIAL TITLE OF REVIEWING OFFICIAL C/OPS/INT	TYPED OR PRINTED NAME AND SIGNATURE <i>Eloise R. Page</i> Eloise R. Page

CLASSIFICATION

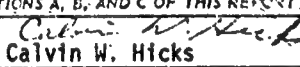
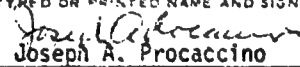

SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				056361	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE 5. SO
Hicks, Calvin W.			8 Nov 24	M	GS-13 D
6. OFFICIAL POSITION/TITLE			7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION
Watch Officer			DDP/FI/INT/IW		HQS
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR		
<input type="checkbox"/> CAREER-PROVISIONAL (See instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE		
SPECIAL (Specify):			SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)		
31 October 1972			1 Nov 71 - 31 Oct 72		
SECTION B PERFORMANCE EVALUATION					
<p>U-Unsatisfactory Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>M-Marginal Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.</p> <p>S-Satisfactory Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p>SS-Strong Performance is characterized by exceptional proficiency.</p> <p>OS-Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 (Note: DDP is the closest qualification code to describe the work of a Watch Officer) --Prepares TD disses from Intel Cables and releases them to the U.S. Intel Community for the CS expediting their delivery by electrical transmission when appropriate. Also disses certain FI/D Cables.					RATING LETTER S
SPECIFIC DUTY NO. 2 Consults with area division officers, as necessary in his judgment, regarding disseminability of the info and to ensure adequate protection of sources and methods with minimum impairment to info reaching policy levels.					RATING LETTER S
SPECIFIC DUTY NO. 3 Reviews subdata and authentication statement in intel cables and deletes any sensitive operational data before any distribution is made. Effects distribution of the deleted portion within the DDP on a strict need to know basis.					RATING LETTER S
SPECIFIC DUTY NO. 4 Keeps current on the general and special requirements of customer agencies including the White House for cabled info, i.e., info on narcotics, hijacking, protection of U.S. and foreign dignitaries, etc.					RATING LETTER S
SPECIFIC DUTY NO. 5 After hours, grants clearances (in consultation with responsible area division) for the use of disseminated CS information in finished intel publications in a manner denied by dissemination controls.					RATING LETTER S
SPECIFIC DUTY NO. 6 Maintains good working relations not only with DDP area divisions and staff, but with Signal Center and Cable Secretariat at all levels to expedite the dissemination of significant reports; works closely with CSDOs and SDOs to keep one another alert to significant events.					RATING LETTER S
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position, such as technical skills, specific duties, initiative, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER S

SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p>			
<p>Mr. Hicks continues to perform with exceptional proficiency. In April 1972 he was granted a Quality Step Increase in recognition and as proof of the high esteem in which he is held by his supervisor in the Glandestine Service.</p>			
<p>Mr. Hicks' services have been particularly valuable during this reporting period because of DDP's increased concern regarding the strict maintenance of operational security in the dissemination of its intelligence information. Mr. Hicks has been instrumental in referring many reports when in the opinion of IW officers, the authentication statement and the manner in which the report is written would help to pinpoint the source of the information if the report fell in unauthorized hands. Mr. Hicks' notations on the IW log cards which record the action taken on each report indicate the seriousness in which Mr. Hicks approaches his daily tasks and his contributions in reminding Divisional personnel about the essential elements of good reporting and the need to comply with the prescribed format.</p>			
<p>The exercise of good judgment in referring or consulting on an Intel Cable prior to its dissemination to the Intelligence Community is an essential element in the proper functioning of this office and upon which depends to a certain extent the Agency's reputation.</p>			
<p>With the retirement and reassignment of several IW officers during this reporting period, Mr. Hicks is now the IW officer with the most experience and continuity on the job. This together with his maturity of judgment and ability to withstand the rigors and pressures inherent in an around-the-clock activity, make Mr. Hicks a distinct asset in the unit.</p>			
<p>The assignment carries no supervisory responsibilities and does not require any significant demonstration of cost consciousness.</p>			
SECTION D			
CERTIFICATION AND COMMENTS			
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT.			
DATE	SIGNATURE OF EMPLOYEE		
16 October 1972	 Calvin W. Hicks		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
38			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
16 October 1972	C/FI/INT/IW	 Joseph A. Procaccino	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p>I can add nothing to this evaluation. I share the rater's high opinion of Mr. Hicks' work and characteristics.</p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
24 Oct. 1972	C/FI/INT	 Thomas F. Thiele	

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER			
				056361			
SECTION A GENERAL							
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD	
HICKS CALVIN W.			8 Nov 1924	M	GS-13	D	
6. OFFICIAL POSITION TITLE			7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION		
WATCH OFFICER			DDP/FI/INT/IW		HEADQUARTERS		
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT				
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR				
<input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE				
SPECIAL (Specify):			SPECIAL (Specify):				
11. DATE REPORT DUE IN O.P.				12. REPORTING PERIOD (From - to)			
31 JANUARY 1971				1 JANUARY - 31 DECEMBER 1970			
SECTION B PERFORMANCE EVALUATION							
<p>U-Unsatisfactory Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>M-Marginal Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.</p> <p>P-Proficient Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p>S-Strong Performance is characterized by exceptional proficiency.</p> <p>O-Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>							
SPECIFIC DUTIES							
<p>List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).</p>							
<p>XXXXXXXXXX NOTE: DDIO (REPORTS OFFICER ACTIVITIES) IS THE CLOSEST QUALIFICATION CODE TO DESCRIBE MR. HICKS' WORK AS A WATCH OFFICER. SPECIFIC DUTIES ARE:</p>							RATING LETTER
<p>SPEC. DUTY NO. 1--PREPARES TD DISSEMINATIONS FROM CABLED FIELD INFORMATION REPORTS</p>							S
<p>XXXXXXXXXX AND RELEASES THEM TO U.S. INTEL. COMMUNITY, EXPEDITING DELIVERY BY ELECTRICAL TRANSMISSION WHEN APPROPRIATE.</p>							RATING LETTER
<p>SPEC. DUTY NO. 2--RELEASES JBUHURRIED CABLES AS DISSEMINATION TO INTEL. COMMUNITY, INTERPRETING BROAD FI/D INSTRUCTIONS ON VARIOUS CATEGORIES OF CABLES DISSEMED.</p>							P
<p>SPECIFIC DUTY NO. 3--CONSULTS AREA DIVISION OFFICERS, AS NECESSARY, TO INSURE ADEQUATE PROTECTION OF SOURCES AND METHODS WITH MINIMUM IMPAIRMENT TO THE VALUE OF THE INFORMATION REACHING POLICY LEVELS.</p>							RATING LETTER
							S
<p>SPECIFIC DUTY NO. 4--SEEKS AND RESPONDS TO GUIDANCE RE MOST EFFECTIVE SERVICING OF THE INTEL. COMMUNITY, INCLUDING WHITE HOUSE SITUATION ROOM, WITH CS-ACQUIRED INFORMATION; INCLUDING AFTER-HOURS SERVICING OF REQUESTS FOR CLEARANCE OF CS-DISSEMINATED INFORMATION IN FINISHED INTELLIGENCE PUBLICATIONS ON BEHALF OF FI/INT/RC.</p>							RATING LETTER
							S
<p>SPECIFIC DUTY NO. 5</p>							RATING LETTER
<p>ADVISES AND ASSISTS AREA DIVISION OFFICERS IN PREPARATION OF TD DISSEMINATIONS BASED ON INFORMATION OTHER THAN THAT CONTAINED IN INCOMING CABLED FIELD INFORMATION REPORTS; AND PROVIDES ADVICE TO CSDO ON REQUEST.</p>							P
<p>SPECIFIC DUTY NO. 6</p>							RATING LETTER
<p>FACILITATES AND MAINTAINS GOOD WORKING RELATIONS WITH THE CABLE SECRETARIAT AND SIGNAL CENTER AT ALL LEVELS TO EXPEDITE DISSEMINATION OF SIGNIFICANT REPORTS.</p>							14 JAN 1971 S
OVERALL PERFORMANCE IN CURRENT POSITION							
<p>Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.</p>							RATING LETTER
							S

SECRET

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in present position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if relevant, in current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p>			
MAIL ROOM			
<p>THERE HAS BEEN NO CHANGE IN MR. HICKS' OVERALL PERFORMANCE FROM THE LAST RATING PERIOD. IT IS STILL CHARACTERIZED BY EXCEPTIONAL PROFICIENCY. HE CONTINUES TO BE A HIGHLY MOTIVATED, HARD-WORKING AND DEPENDABLE OFFICER.</p>			
<p>SINCE JOINING IW IN JUNE 1967 HE HAS SERVED ON A ROTATING SCHEDULE WITH SEVEN OTHER OFFICERS DOING IDENTICAL WORK, THREE OF WHOM ARE CURRENTLY IN GRADE GS-14 AND ONE IN GRADE GS-15. THERE HAVE BEEN AS MANY AS FIVE GS-14 OFFICERS SERVING AT THE SAME TIME AS MR. HICKS. HE HAS, THEREFORE, BEEN PERFORMING DUTIES COMMENSURATE WITH A GRADE HIGHER THAN HIS PRESENT ONE.</p>			
<p>HIS OUTGOING PERSONALITY AND EXTENSIVE KNOWLEDGE OF THE IW OPERATION HAS GAINED HIM THE CONFIDENCE AND RESPECT OF NOT ONLY HIS COLLEAGUES BUT ALSO OF THE NUMEROUS DIVISION REPRESENTATIVES WITH WHOM HE DEALS.</p>			
<p>HE HAS NO SUPERVISORY DUTIES AND IS COST CONSCIOUS.</p>			
<p>THERE HAS BEEN FREQUENT CONSULTATION WITH MR. HICKS CONCERNING THE PERFORMANCE OF HIS DUTIES.</p>			
SECTION D			
CERTIFICATION AND COMMENTS			
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
31 DECEMBER 1970	<i>Celia V. Hicks</i>		
2. BY SUPERVISOR			
MONTHS EMPLOYER HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
16 MONTHS			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
31 DECEMBER 1970	CHIEF, INTELLIGENCE WATCH	<i>Joseph A. Proccacino</i>	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p>While I am physically separated from this officer and not in daily contact with him or his work, all secondary evidences are that this is a conservative but generally accurate evaluation.</p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
12 Jan 1971	C/FI/INT	<i>Thomas F. Thiele</i>	

SECRET

Thomas F. Thiele

SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER			
				056361			
SECTION A				GENERAL			
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH		3. SEX	4. GRADE	5. SD
HICKS CALVIN W.			8 NOV 1924		M	GS-13	D
6. OFFICIAL POSITION/TITLE			7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION		
WATCH OFFICER			DDP/FI/INT/IW		HEADQUARTERS		
9. CHECK (X) TYPE OF APPOINTMENT				10. CHECK (X) TYPE OF REPORT			
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY				<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR			
CAREER-PROVISIONAL (See Instructions - Section C)				<input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE			
SPECIAL (Specify):				SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P.				12. REPORTING PERIOD (From - to)			
31 JANUARY 1970				13 AUGUST - 31 DECEMBER 1969			
SECTION B				PERFORMANCE EVALUATION			
U-Unsatisfactory		Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.					
M-Marginal		Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.					
P-Proficient		Performance is satisfactory. Desired results are being produced in the manner expected.					
S-Strong		Performance is characterized by exceptional proficiency.					
O-Outstanding		Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.					
SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
NOTE: THERE IS NOTHING IN THE CHECK LIST OF FUNCTIONS (CS1-20-24) WHICH ADEQUATELY COVERS MR. HICKS. THE CLOSEST IS REPORTS OFFICER ACTIVITIES (DDIO). HIS SPECIFIC DUTIES ARE:							RATING LETTER
SPEC. DUTY NO. 1--PREPARES TD DISSEMINATIONS FROM CABLED FIELD INFORMATION REPORTS							
RELEASING THEM TO U.S. INTELLIGENCE COMMUNITY, EXPEDITING THEIR DELIVERY BY ELECTRICAL TRANSMISSION WHEN APPROPRIATE.							RATING LETTER
SPEC. DUTY NO. 2--RELEASES JEHURRIED CABLES AS DISSEMINATIONS TO INTEL. COMMUNITY, INTERPRETING BROAD FI/D INSTRUCTIONS ON VARIOUS CATEGORIES OF CABLES DISSEMINATED.							P
SPECIFIC DUTY NO. 3--CONSULTS WITH AREA DIVISION OFFICERS DURING OFF-DUTY HOURS, AS NECESSARY, TO INSURE ADEQUATE PROTECTION OF SOURCES AND METHODS WITH MINIMUM IMPAIRMENT TO THE VALUE OF THE INFORMATION REACHING POLICY LEVELS.							RATING LETTER
							S
SPECIFIC DUTY NO. 4--ADVISES AND ASSISTS AREA DIVISION OFFICERS DURING OFF-DUTY HOURS IN THE PREPARATION OF TD DISSEMINATIONS BASED ON INFORMATION OTHER THAN THAT CONTAINED IN INCOMING CABLED FIELD INFORMATION REPORTS.							RATING LETTER
							P
SPECIFIC DUTY NO. 5--SEEKS AND RESPONDS TO GUIDANCE CONCERNING THE MOST EFFECTIVE SERVICING OF THE INTEL. COMMUNITY, INCLUDING THE WHITE HOUSE SITUATION ROOM, WITH CLANDESTINE SERVICE-ACQUIRED INFORMATION AND PROVIDES AFTER-HOURS ADVICE ON DISSEMINATION POLICY AND PROCEDURES TO THE CS/DO ON REQUEST.							RATING LETTER
							S
SPECIFIC DUTY NO. 6--FACILITATES AND MAINTAINS GOOD WORKING RELATIONS WITH CABLE SECRETARIAT AND SIGNAL CENTER AT ALL LEVELS TO EXPEDITE DISSEMINATION OF SIGNIFICANT REPORTS.							RATING LETTER
							S
28 JAN 1970 OVERALL PERFORMANCE IN CURRENT POSITION							RATING LETTER
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.							S

SECRET

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence. If required for current assignment, analyze or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be covered, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p>			
<p>Mr. Hicks' performance during the 32 months under my supervision has continued at the same high level noted in his last fitness report. He exercises great care and attention to the multitude of details entailed in the processing of INTEL cables. He works well under pressure and is congenial and tactful in dealing with divisional personnel.</p> <p>His tour in IW will be extended for another two years. His continued presence in IW will be of inestimable value to new officers who will be joining the Intelligence Watch as others are reassigned or retire.</p> <p>I strongly recommend that he be reconsidered for promotion to GS-14. There is no question that he has been performing at this level for a considerable period of time.</p> <p>There has been frequent consultation with Mr. Hicks concerning his performance of his duties. He has no supervisory duties and is cost-conscious.</p>			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
16 JANUARY 1970	<i>Calvin W. Hicks</i>		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
3 1/2 MO.			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
16 JANUARY 1970	CHIEF/INTELLIGENCE WATCH	<i>Joseph A. Procaccino</i>	
3. BY REVIEWING OFFICIAL		JOSEPH A. PROCACCINO	
COMMENTS OF REVIEWING OFFICIAL			
<p>I do not know Mr. Hicks well having been assigned to the FI staff only a relatively short period of time, plus the fact that direct contacts with officers of the Intelligence Watch are not always frequent owing to their schedules. I would concur however in the rating and narrative comments above in view of my knowledge of the supervisors.</p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
20 January 1970	Deputy Chief, FI ST	<i>Raymond Villamarette</i>	

SECRET

SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER			
				056361			
SECTION A GENERAL							
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE	5. SO	
HICKS, CALVIN W.			8 NOV. 1924	M	GS-13	D	
6. OFFICIAL POSITION/TITLE			7. OFF DIV/BR OF ASSIGNMENT		8. CURRENT STATION		
WATCH OFFICER			FI/INT/IW		HEADQUARTERS		
9. CHECK (X) TYPE OF APPOINTMENT				10. CHECK (X) TYPE OF REPORT			
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY				<input type="checkbox"/> INITIAL <input checked="" type="checkbox"/> REASSIGNMENT SUPERVISOR			
<input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)				<input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE			
SPECIAL (Specify):				SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P.				12. REPORTING PERIOD (From - to)			
				1 JAN 1969 - 12 AUG 1969			
SECTION B PERFORMANCE EVALUATION							
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>							
SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
SPECIFIC DUTY NO. 1 PREPARES TD DISSEMINATIONS FROM CABLED FIELD INFORMATION REPORTS AND RELEASES THEM TO THE U.S. INTELLIGENCE COMMUNITY FOR THE CLANDESTINE SERVICE, EXPEDITING THEIR DELIVERY BY ELECTRICAL TRANSMISSION WHEN APPROPRIATE.						RATING LETTER 10 S	
SPECIFIC DUTY NO. 2 RELEASES URGENT CABLES AS DISSEMINATIONS TO THE INTELLIGENCE COMMUNITY, INTERPRETS BROAD INSTRUCTIONS FROM FI/D ON VARIOUS CATEGORIES OF CABLES DISSEMINATED.						RATING LETTER P	
SPECIFIC DUTY NO. 3 CONSULTS WITH AREA DIVISION OFFICERS DURING OFF-DUTY HOURS, AS NECESSARY, TO INSURE ADEQUATE PROTECTION OF SOURCES AND METHODS WITH MINIMUM IMPAIRMENT TO THE VALUE OF THE INFORMATION REACHING POLICY LEVELS.						RATING LETTER S	
SPECIFIC DUTY NO. 4 ADVISES AND ASSISTS AREA DIVISION OFFICERS DURING OFF-DUTY HOURS IN THE PREPARATION OF TD DISSEMINATIONS BASED ON INFORMATION OTHER THAN THAT CONTAINED IN INCOMING CABLED FIELD REPORTS.						RATING LETTER P	
SPECIFIC DUTY NO. 5 SEEKS AND RESPONDS TO GUIDANCE CONCERNING THE MOST EFFECTIVE SERVICING OF THE INTELLIGENCE COMMUNITY, INCLUDING THE WHITE HOUSE SITUATION ROOM, WITH CLANDESTINE SERVICE-ACQUIRED INFORMATION AND PROVIDES AFTER-HOURS ADVICE ON DISSEMINATION POLICY AND PROCEDURES TO THE CSDD ON REQUEST.						RATING LETTER S	
SPECIFIC DUTY NO. 6 FACILITATES AND MAINTAINS GOOD WORKING RELATIONS WITH CABLE SECRETARIAT AND SIGNAL CENTER AT ALL LEVELS TO EXPEDITE DISSEMINATION OF SIGNIFICANT REPORTS.						RATING LETTER S	
OVERALL PERFORMANCE IN CURRENT POSITION							
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						RATING LETTER S	

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

SECRET
(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manager of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p>			
<p>MR. HICKS HAS BEEN A WATCH OFFICER IN IW FOR MORE THAN ^{Aug 14 3 25 PM '69} TWO YEARS AND IS A DEPENDABLE AND THOROUGHLY RELIABLE MEMBER OF THE TEAM. HE HAS A FINE OPERATIONAL BACKGROUND AND A KEEN SENSE OF SECURITY. HIS JUDGMENT IS VERY SOUND AND HE FAR EXCEEDS THE DEMANDS OF HIS POSITION IN THE EXTENT OF HIS COORDINATION WITH THE AREA DIVISIONS ON MATTERS WHERE HE FEELS THAT DIVISION JUDGMENT SHOULD BE BROUGHT TO BEAR ON AN INTELL CABLE. HE IS METICULOUSLY CORRECT IN HIS APPROACH TO HIS DUTIES AND KNOWS HOW TO BALANCE CUSTOMER NEED FOR ENLIGHTENMENT ON SOURCES TO THE AGENCY'S REQUIREMENTS FOR SOURCE PROTECTION. HE STANDS UP WELL UNDER PRESSURE, IS COOPERATIVE AND CONGENIAL. HE HAS BEEN RECOMMENDED FOR PROMOTION TO GS-14 THREE TIMES DURING HIS TOUR IN IW AND IT IS REGRETTABLE THAT IT HAS NOT BEEN POSSIBLE TO PROMOTE HIM. HIS PERFORMANCE IS SIMILAR TO THAT OF HIS COLLEAGUES WHO ARE IN GRADE GS-14. NEITHER COST CONSCIOUSNESS NOR SUPERVISION IS A FACTOR IN HIS PERFORMANCE.</p>			
SECTION D			
CERTIFICATION AND COMMENTS			
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
12 AUGUST 1969	<i>Robert M. Hicks</i>		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
21			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
12 August 1969	CHIEF, FI/INT/IW	<i>Edward J. Carroll</i> EDWARD J. CARROLL	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
13 AUG 1969 13 August 1969	Chief, FI/INT	<i>T. L. Feyer</i> T. L. Feyer	

SECRET

SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				056361	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE 5. SO
HARRIS, Calvin			1 Nov. 1924	M	GS-13 P
6. OFFICIAL POSITION TITLE			7. OFF. DIV. OR OF ASSIGNMENT		8. CURRENT STATION
Atch. Officer			SI/TM/TM		Hqs.
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR		
<input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)			<input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE		
SPECIAL (Specify):			X SPECIAL (Specify): Promotion Submission		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)		
			24 October 1968 - 28 March 1969		
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 Prepares TD disseminations from cabled field information reports and releases them to the U.S. intelligence community for the Clandestine Service, expediting their delivery by electrical transmission when appropriate.					RATING LETTER S
SPECIFIC DUTY NO. 2 Releases JMWELRD cables as disseminations to the intelligence community, interpreting broad instructions from TD on various categories of cables disseminated.					RATING LETTER P
SPECIFIC DUTY NO. 3 Consults with area division officers during off-duty hours, as necessary, to insure adequate protection of sources and methods with minimum impairment to the value of the information reaching policy levels.					RATING LETTER S
SPECIFIC DUTY NO. 4 Advises and assists area division officers during off-duty hours in the preparation of TD disseminations based on information other than that contained in incoming cabled field reports.					RATING LETTER P
SPECIFIC DUTY NO. 5 Seeks and responds to guidance concerning the most effective servicing of the intelligence community, including the White House Situation Room, with Clandestine Service-acquired information and provides after-hours advice on dissemination policy and procedures to the CDDC on request.					RATING LETTER S
SPECIFIC DUTY NO. 6 Facilitates and maintains good working relations with Cable Secretariat and Signal Center at all levels to expedite dissemination of significant reports.					RATING LETTER S
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER S

SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p>			
<p>Mr. Hicks has been with IN for almost 2 years and is a dependable and thoroughly reliable member of the team. He brings to his work a fine operational background and a sense of operational security which is of great assistance in the exercise of sound judgment on dissemination matters. He has an instinct for prompt recognition of problem cases and is imaginative in his approach to problems of under-enlightenment of the reader and the opposite extreme of lax source protection.</p>			
<p>He is careful and meticulous in his work, level headed and sound in his judgments. He knows how to balance the customer demand for speed and enlightenment against the equally important demands for source protection. He stands up well under pressure, is cooperative and congenial with his colleagues and with the divisional personnel with whom he is in contact.</p>			
<p>Neither cost consciousness nor supervision is a factor in his performance.</p>			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
28 March 1960	<i>Edmund J. Carroll</i>		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
16			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
28 March 1960	Chief, FI/INT/TN	<i>Edmund J. Carroll</i> Edward J. Carroll	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p>I concur in this report primarily on the basis of my confidence in the judgment of the supervisor, as I have had no opportunity to evaluate closely the performance of individual officers in the Intelligence Watch. Such direct contacts as I have had with Mr. Hicks have tended to confirm the overall rating of "Strong." I am satisfied that he is performing at the GS-14 level.</p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
29 March 1960	Chief, FI/INT	<i>T. L. Beyer</i> T. L. Beyer	

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER			
SECTION A				GENERAL			
1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH		3. SEX	4. GRADE	5. SD	
HICKS, CALVIN W.		8 NOV 24		M	GS-13	D	
6. OFFICIAL POSITION TITLE				7. OFF. DIV/BR OF ASSIGNMENT		8. CURRENT STATION	
WATCH OFFICER				DDP/FI/INT/IW		HQS	
9. CHECK (X) TYPE OF APPOINTMENT				10. CHECK (X) TYPE OF REPORT			
CAREER		RESERVE	TEMPORARY	INITIAL		REASSIGNMENT/SUPERVISOR	
CAREER-PROVISIONAL (See instructions - Section C)		X ANNUAL				REASSIGNMENT EMPLOYEE	
SPECIAL (Specify):				SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P.				12. REPORTING PERIOD (From - to)			
30 NOV 1971				1 JAN - 31 OCT 1971			
SECTION B				PERFORMANCE EVALUATION			
U-Unsatisfactory		Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling; to further training; to placing on probation; to reassignment or to separation. Describe action taken or proposed in Section C.					
M-Marginal		Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.					
P-Proficient		Performance is satisfactory. Desired results are being produced in the manner expected.					
S-Strong		Performance is characterized by exceptional proficiency.					
O-Outstanding		Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.					
SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (Indicate number of employees supervised).							
XXXXXXXXXX ¹ /NOTE: DD10 IS THE CLOSEST QUALIFICATION CODE TO DESCRIBE THE WORK OF A WATCH OFFICER/						RATING LETTER	
1: PREPARES TD DISSEMS FROM INTEL CABLES AND RELEASES THEM TO THE U.S. INTEL COMMUNITY FOR THE CS EXPEDITING THEIR DELIVERY BY ELECTRICAL TRANSMISSION						S	
XXXXXXXXXX ² WHEN APPROPRIATE. ALSO DISSEMS CERTAIN FI/D CABLES						RATING LETTER	
2: CONSULTS WITH AREA DIVISION OFFICERS, AS NECESSARY IN HIS JUDGMENT; REGARDING DISSEMINABILITY OF THE INFO AND TO INSURE ADEQUATE PROTECTION OF SOURCES AND METHODS WITH MINIMUM IMPAIRMENT TO INFO REACHING POLICY LEVELS.						S	
SPECIFIC DUTY NO. 3 REVIEWS SUPDATA AND AUTHENTICATION STATEMENT IN INTEL CABLES AND DELETES ANY SENSITIVE OPERATIONAL DATA BEFORE ANY DISTRIBUTION IS MADE. EFFECTS DISTRIBUTION OF THE DELETED PORTION WITHIN THE DDP ON A STRICT NEED TO KNOW BASIS.						RATING LETTER	
SPECIFIC DUTY NO. 4 KEEPS CURRENT ON THE GENERAL AND SPECIAL REQUIREMENTS OF CUSTOMER AGENCIES INCLUDING THE WHITE HOUSE FOR CABLED INFO, I.E., INFO ON NARCOTICS, HIJACKING, PROTECTION OF U.S. AND FOREIGN DIGNITARIES, ETC.						S	
SPECIFIC DUTY NO. 5 AFTER HOURS, GRANTS CLEARANCES (IN CONSULTATION WITH RESPONSIBLE AREA DIVISION) FOR THE USE OF DISSEMED CS INFORMATION IN FINISHED INTEL PUBLICATIONS IN A MANNER DENIED BY DISSEMINATION CONTROLS.						RATING LETTER	
SPECIFIC DUTY NO. 6 MAINTAINS GOOD WORKING RELATIONS NOT ONLY WITH DDP AREA DIVISIONS AND STAFF, BUT WITH SIGNAL CENTER AND CABLE SECRETARIAT AT ALL LEVELS TO EXPEDITE THE DISSEM OF SIGNIFICANT REPORTS; WORKS CLOSELY WITH CSDOS AND SDOS TO KEEP ONE ANOTHER ALERT TO SIGNIFICANT EVENTS.						S	
OVERALL PERFORMANCE IN CURRENT POSITION							
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						RATING LETTER	
						S	

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

MR. HICKS CONTINUES TO TURN IN AN EXCELLENT ALL AROUND PERFORMANCE. HE EXERCISES A VERY HIGH DEGREE OF PROFESSIONAL JUDGMENT IN CARRYING OUT HIS DUTIES. HE IS ALERT, CONSCIENTIOUS, STRONG-WILLED AND STRAIGHTFORWARD BUT VERY PLEASANT IN DEALING WITH PEOPLE OF ALL LEVELS.

BECAUSE OF HIS CONSTANT AWARENESS THAT CS REPORTS MAY FALL IN UNAUTHORIZED HANDS, MR. HICKS HAS BEEN MOST EFFECTIVE IN MAINTAINING SECURITY DISCIPLINE IN THE REVIEW OF THE INTEL CABLES, PARTICULARLY THE AUTHENTICATION STATEMENTS TO INSURE THAT ANY DATA WHICH MAY PRESENT A SECURITY HAZARD TO THE SOURCE, IS OMITTED FROM THE DISSEMINATION OF THE INFORMATION.

MR. HICKS HAS BEEN WITH THE INTELLIGENCE WATCH SINCE JUNE 1967. HIS OVERALL PERFORMANCE HAS BEEN CONSISTENTLY CHARACTERIZED BY EXCEPTIONAL PROFICIENCY. HE HAS FOR SEVERAL YEARS BEEN PERFORMING DUTIES COMMENSURATE WITH A GRADE HIGHER THAN HIS PRESENT ONE. A CONCERTED EFFORT SHOULD BE MADE TO PROMOTE HIM TO A GS-14. HE HAS BEEN PUT IN FOR PROMOTION AS AN INTELLIGENCE WATCH OFFICER SINCE 1968.

WITH THE RETIREMENT AND REASSIGNMENT OF SEVERAL IW OFFICERS, BY NEXT YEAR, HE WILL BE THE IW OFFICER WITH THE MOST CONTINUITY ON THE JOB. THIS WILL BE A GREAT ASSET TO IW AND IN PARTICULAR TO THE NEWER OFFICERS WHO WILL PROFIT FROM HIS EXPERIENCE.

ATTACHED TO THIS FITNESS REPORT IS A RECENTLY PREPARED POSITION DESCRIPTION OF AN IW OFFICER WHICH CHARACTERIZES MR. HICKS IN EVERY RESPECT. THIS DESCRIPTION SHOULD HELP TO BETTER APPRECIATE THE IMPORTANCE THAT THE DDP ATTACHES TO THE FUNCTION AND RESPONSIBILITIES OF IW OFFICERS AS WELL AS THE SCOPE AND COMPLEXITY OF THE WORK.

IT IS NOT EASY TO FIND SUITABLE OFFICERS TO SERVE IN IW. IT CALLS FOR INDIVIDUALS WHO ARE HIGHLY MOTIVATED, WITH MATURITY OF JUDGMENT, TEMPERAMENT, MANNER AND BEARING TO WITHSTAND THE RIGORS OF SHIFT WORK, AND ABOVE ALL TO MAINTAIN CORDIAL RELATIONS

SECTION D

CERTIFICATION AND COMMENTS

SEE ATTACHED PAGE

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE 28 Oct. 1971	SIGNATURE OF EMPLOYEE Calvin W. Hicks <i>Calvin W. Hicks</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 26	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 28 OCTOBER 1971	OFFICIAL TITLE OF SUPERVISOR C/FI/INT/IW	TYPED OR PRINTED NAME AND SIGNATURE <i>Joseph A. Procaccino</i> JOSEPH A. PROCACCINO
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL I fully endorse the ratings and the narrative. We shall continue to try to promote Mr. Hicks in recognition of his ability and of his service.		
DATE 29 Oct 71	OFFICIAL TITLE OF REVIEWING OFFICIAL C/FI/INT	TYPED OR PRINTED NAME AND SIGNATURE <i>Thomas L. Hule</i> THOMAS L. HULE

SECRET

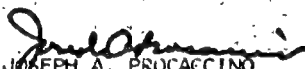
00000

CALVIN HICKS, SECTION C CONTINUED

WITH PEOPLE AT ALL LEVELS IN EXPEDITING THE DISSEMINATION OF INTEL CABLES ON A 24-HOUR BASIS.

THE ASSIGNMENT CARRIES NO SUPERVISORY RESPONSIBILITIES AND DOES NOT REQUIRE ANY SIGNIFICANT DEMONSTRATION OF COST CONSCIOUSNESS.

THERE HAVE BEEN FREQUENT CONSULTATIONS WITH MR. HICKS CONCERNING THE PERFORMANCE OF HIS DUTIES.


JOSEPH A. PROCAACINO
CHIEF/INTELLIGENCE WATCH

SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				056361	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE
HICKS CALVIN W.			8 NOV 1924	M	GS-13 D
5. OFFICIAL POSITION TITLE			7. OFF/DIV/BR OF ASSIGNMENT		
WATCH OFFICER			FI/INT/IW		
8. CHECK (X) TYPE OF APPOINTMENT			9. CURRENT STATION		
X CAREER			HQS		
10. CHECK (X) TYPE OF REPORT			11. DATE REPORT DUE IN O.P.		
X INITIAL			12. REPORTING PERIOD (From- to)		
CAREER-PROVISIONAL (See instructions - Section C)			1 DECEMBER 1967-24 OCTOBER 1968		
SPECIAL (Specify):			X SPECIAL (Specify): PROMOTION SUBMISSION		
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 PREPARES TD DISSEMINATIONS FROM CABLED FIELD INFORMATION REPORTS AND RELEASES THEM TO THE U.S. INTELLIGENCE COMMUNITY FOR THE CLANDESTINE SERVICES, EXPEDITING THEIR DELIVERY BY ELECTRICAL TRANSMISSION WHEN APPROPRIATE.					RATING LETTER S
SPECIFIC DUTY NO. 2 RELEASES JBUHURRIED CABLES AS DISSEMINATIONS TO THE INTELLIGENCE COMMUNITY, INTERPRETING BROAD INSTRUCTIONS FROM FI/D ON VARIOUS CATEGORIES OF CABLES DISSEMINATED.					RATING LETTER P
SPECIFIC DUTY NO. 3 CONSULTS WITH AREA DIVISION OFFICERS DURING OFF-DUTY HOURS, AS NECESSARY, TO INSURE ADEQUATE PROTECTION OF SOURCES AND METHODS WITH MINIMUM IMPAIRMENT TO THE VALUE OF THE INFORMATION REACHING POLICY LEVELS.					RATING LETTER S
SPECIFIC DUTY NO. 4 ADVISES AND ASSISTS AREA DIVISION OFFICERS DURING OFF-DUTY HOURS IN THE PREPARATION OF TD DISSEMINATIONS BASED ON INFORMATION OTHER THAN THAT CONTAINED IN INCOMING CABLED FIELD REPORTS.					RATING LETTER P
SPECIFIC DUTY NO. 5 SEEKS AND RESPONDS TO GUIDANCE CONCERNING THE MOST EFFECTIVE SERV-ICING OF THE INTELLIGENCE COMMUNITY, INCLUDING THE WHITE HOUSE SITUATION ROOM, WITH CLANDESTINE SERVICES-ACQUIRED INFORMATION AND PROVIDES AFTER-HOURS ADVICE ON DISSEMINATION POLICY AND PROCEDURES TO THE CSDO UPON REQUEST.					RATING LETTER S
SPECIFIC DUTY NO. 6 FACILITATES AND MAINTAINS GOOD WORKING RELATIONS WITH CABLE SEC-RETARIAT AT ALL LEVELS TO EXPEDITE DISSEMINATION OF SIGNIFICANT REPORTS.					RATING LETTER S
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER S

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

Nov 7 1 41 PM '68

Mr. Hicks has completed his apprenticeship and advanced by gradual stages from adequate to proficient to the point where his overall performance must be described as strong. He brings to his work a fine operational and paramilitary background and he has adjusted quickly and effectively from the outdoor active life to the difficulties of becoming chair-borne. He is particularly effective on "problem" type disseminations which often involve two or more Area Divisions. He is alert to operational details which occasionally slip into the intelligence portions of cabled traffic. Mr. Hicks is a real professional in the best sense of the word. He is careful, thorough, and very persistent in making certain that intelligence is handled correctly. He is courteous and patient in dealing with people. He stands up well under pressure and is completely dependable.

Neither cost consciousness nor supervisory responsibilities is involved in Mr. Hicks' present position.

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE	SIGNATURE OF EMPLOYEE	
24 OCTOBER 1968	<i>Edward J. Carroll</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
11		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
24 OCTOBER 1968	CHIEF, FI/INT/IW	<i>Edward J. Carroll</i> EDWARD J. CARROLL
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
On the basis of the fine performance of the IW as a group and the high regard for the judgment of the supervisor, I concur in the above evaluation.		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
25 OCTOBER 1968	DC/FI	<i>Robert E. Andersen</i> ROBERT E. ANDERSEN

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				056361	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle) HICKS CALVIN W.			2. DATE OF BIRTH 8 Nov 1924	3. SEX M	4. GRADE GS-13
5. OFFICIAL POSITION TITLE WATCH OFFICER			7. OFF/DIV/BR/OF ASSIGNMENT DDP/FI/INT/IW	6. CURRENT STATION Hqs.	
8. CHECK (X) TYPE OF APPOINTMENT <input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY			10. CHECK (X) TYPE OF REPORT <input type="checkbox"/> INITIAL <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input type="checkbox"/> REASSIGNMENT EMPLOYEE		
9. CAREER-PROFESSIONAL (See Instructions - Section C) SPECIAL (Specify):			SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. 31 JANUARY 1968			12. REPORTING PERIOD (From - to) 31 DECEMBER 1967		
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counselling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>C - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					RATING LETTER
SPECIFIC DUTY NO. 1 SEE NOTE ON REVERSE SIDE OF THIS FORM.					
SPECIFIC DUTY NO. 2					RATING LETTER
SPECIFIC DUTY NO. 3					RATING LETTER
SPECIFIC DUTY NO. 4					RATING LETTER
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6 15164 15					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					RATING LETTER
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Quality of performance of Chief of Supervision, fines and cost consciousness in the use of personnel, space, equipment and time, must be commented on, if applicable. If space is needed to complete Section C, attach a separate sheet of paper.

MAIL ROOM

NOTE: MY ASSIGNMENT AS CHIEF/IW, EFFECTIVE 13 NOVEMBER 1967, HAS BEEN OF SUCH SHORT DURATION THAT I CANNOT AT THIS TIME ADD ANYTHING--EXCEPT THAT I AM IN GENERAL AGREEMENT THERewith--TO THE FITNESS REPORT FOR MR. HICKS SUBMITTED BY MY PREDECESSOR, MR. RICHARD A. FULLER, FOR THE PERIOD 5 JUNE THROUGH 12 NOVEMBER 1967.

SECTION D

CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE

10 Jan 1968

SIGNATURE OF EMPLOYEE

Richard A. Fuller

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

1 1/2 MO.

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE

12 JAN 1968

OFFICIAL TITLE OF SUPERVISOR

CHIEF/IW

TYPED OR PRINTED NAME AND SIGNATURE

Edward J. Carroll

3.

BY REVIEWING OFFICIAL

EDWARD J. CARROLL

COMMENTS OF REVIEWING OFFICIAL

DATE

12 JAN 1968

OFFICIAL TITLE OF REVIEWING OFFICIAL

CHIEF, FI/INT

TYPED OR PRINTED NAME AND SIGNATURE

William B. Daniel

SECRET

ATTACH 5, DEVEN

SECRET

(When Filled In)

FITNESS REPORT						EMPLOYER SERIAL NUMBER	
						056361	
SECTION A GENERAL							
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE	5. SO	
HICKS CALVIN W.			8 Nov 1924	M	GS-13	D.	
6. OFFICIAL POSITION TITLE			7. OFF. DIV/BR OF ASSIGNMENT		8. CURRENT STATION		
WATCH OFFICER			FI/TNT/IW		Hos.		
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT				
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY			<input type="checkbox"/> INITIAL <input checked="" type="checkbox"/> REASSIGNMENT SUPERVISOR				
<input type="checkbox"/> CAREER-PROVISIONAL (See instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE				
SPECIAL (Specify):			SPECIAL (Specify):				
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)				
31 January 1968			5 JUNE 1967 - 12 NOVEMBER 1967				
SECTION B PERFORMANCE EVALUATION							
<p>W - <u>W</u>ork Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - <u>A</u>dequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - <u>P</u>roficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - <u>S</u>uperior Performance is characterized by exceptional proficiency.</p> <p>O - <u>O</u>utstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>							
SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (Indicate number of employees supervised).							
SPECIFIC DUTY NO. 1 PREPARES TD DISSEMINATIONS FROM CABLED FIELD INFORMATION REPORTS AND RELEASES THEM TO THE U.S. INTELLIGENCE COMMUNITY FOR THE CLANDESTINE SERVICES, EXPEDITING THEIR DELIVERY BY ELECTRICAL TRANSMISSION WHEN APPROPRIATE.						RATING LETTER P	
SPECIFIC DUTY NO. 2 RELEASES URGENT CABLES AS DISSEMINATIONS TO THE INTELLIGENCE COMMUNITY, INTERPRETING BROAD INSTRUCTIONS FROM FI/D ON VARIOUS CATEGORIES OF CABLES DISSEMINATED.						RATING LETTER P	
SPECIFIC DUTY NO. 3 CONSULTS WITH AREA DIVISION OFFICERS DURING OFF-DUTY HOURS, AS NECESSARY, TO INSURE ADEQUATE PROTECTION OF SOURCES AND METHODS WITH MINIMUM IMPERMENT TO THE VALUE OF THE INFORMATION REACHING POLICY LEVELS.						RATING LETTER P	
SPECIFIC DUTY NO. 4 ADVISES AND ASSISTS AREA DIVISION OFFICERS DURING OFF-DUTY HOURS IN THE PREPARATION OF TD DISSEMINATIONS BASED ON INFORMATION OTHER THAN THAT CONTAINED IN INCOMING CABLED FIELD REPORTS.						RATING LETTER P	
SPECIFIC DUTY NO. 5 SEEKS AND RESPONDS TO GUIDANCE CONCERNING THE MOST EFFECTIVE SERVICES OF THE INTELLIGENCE COMMUNITY, INCLUDING THE WHITE HOUSE SITUATION ROOM, WITH CLANDESTINE SERVICES-ACQUIRED INFORMATION AND PROVIDES AFTER-HOURS ADVICE ON DISSEMINATION POLICY AND PROCEDURES TO THE CSDO ON REQUEST.						RATING LETTER P	
SPECIFIC DUTY NO. 6 FACILITATES AND MAINTAINS GOOD WORKING RELATIONS WITH CABLE SECRETARIAT AT ALL LEVELS TO EXPEDITE DISSEMINATION OF SIGNIFICANT REPORTS.						RATING LETTER S	
29 NOV 1967 OVERALL PERFORMANCE IN CURRENT POSITION							
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						RATING LETTER P	

SECRET

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p>			
<p>MR. HICKS' TENURE IN IW HAS BEEN FOR 2-15-54. A REAL EVALUATION OF HIS PERFORMANCE. NORMALLY, AN EXPERIENCED OFFICER REQUIRES THREE MONTHS ON-THE-JOB TRAINING PLUS ABOUT THE SAME AMOUNT OF TIME ON SHIFT BEFORE HE IS READY TO COPE, WITHOUT STRONG SUPPORT OR SUPERVISION, WITH ALL THE PROBLEMS CONNECTED WITH THIS ASSIGNMENT. MR. HICKS JOINED THE UNIT ON 5 JUNE, COMPLETED A SHORTENED OJT PERIOD AND HAS BEEN ON SHIFT ONLY SINCE LATE SUMMER. HE HAS APPLIED HIMSELF WITH DILIGENCE TO LEARNING THE PRINCIPLES AND TECHNIQUES OF TD DISSEMINATIONS FROM CABLED FIELD INFORMATION REPORTS. ALTHOUGH EXPERIENCED OPERATIONALLY, HE HAS QUITE NATURALLY LACKED THE DETAILED KNOWLEDGE THAT THIS JOB REQUIRES. HE HAS MADE VERY GRATIFYING PROGRESS, BUT HE STILL MUST MASTER KNOWLEDGE IN DEPTH PECULIAR TO THE IW FUNCTION; WHILE I HAVE NO DOUBTS THAT HE CAN HANDLE ROUTINE DISSEMINATION MATTERS WITHOUT MUCH DIFFICULTY, AND SOME "PROBLEM" DISSEMINATION CASES, HE HAS YET TO MEET A REAL CRISIS SITUATION WHEN HE IS ON DUTY BY HIMSELF. I THINK HE HAS MOVED FROM ADEQUACY OF PERFORMANCE TO PROFICIENCY--IT BEING VERY DIFFICULT TO DRAW A LINE BETWEEN THE TWO--AND HE IS LARGELY BEYOND THE POINT WHERE HE NEEDS CLOSE SUPERVISION. HE WILL PROBABLY BE A STRONG OFFICER GIVEN TIME. HE HAS ADAPTED WELL TO THE PRESSURES OF THIS ASSIGNMENT AND APPEARS TO HAVE THE PHYSICAL AND MENTAL STAMINA TO WITHSTAND ITS RIGORS. HE IS EXTREMELY CONSCIENTIOUS AND VERY ACCOMMODATING IN ACCEPTING SCHEDULE CHANGES NECESSITATED BY THE ILLNESS OR ABSENCE OF HIS FELLOW OFFICERS. HE GETS ALONG WELL WITH CABLE SECRETARIAT PERSONNEL, WITH WHOM IW MUST WORK VERY CLOSELY, BECAUSE OF AN OUTGOING AND FRIENDLY PERSONALITY. HE RESPONDS WELL TO DIRECTION. I AM SURE THAT HIS COOPERATIVE ATTITUDE HAS CONTRIBUTED TO THE SMOOTH OPERATION OF THE OFFICE. THIS ASSIGNMENT CARRIES NO SUPERVISORY RESPONSIBILITIES AND DOES NOT REQUIRE ANY SIGNIFICANT DEMONSTRATION OF COST CONSCIOUSNESS.</p>			
SECTION D			
CERTIFICATION AND COMMENTS			
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
16 Nov 967	<i>Richard A. Fuller</i>		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
5			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
16 NOV 1967	CHIEF, FI/INT/IW	<i>Richard A. Fuller</i>	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p><i>Concur</i></p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
16 NOV 1967	CHIEF, FI/INT	<i>Wallace R. Deuel</i>	

SECRET

WALLACE R. DEUEL

CONFIDENTIAL
(When filled in)

TRAINING REPORT

(3-69)

MANAGERIAL GRID SEMINAR (50 hours) DATES: 2-7 February 1969

Student : Calvin W. Hicks

Office : FI

Year of Birth: 1924

Service Designation: D

Grade : GS-13

No. of Students : 43

ECD Date : July 1958

COURSE OBJECTIVES AND METHOD

Course objectives are to aid participants to: learn the managerial theories contained in the Grid; understand their personal managerial styles in Grid terms; evaluate convictions about managerial values; develop team action skills; increase candidness of communication; strengthen the use of critique for problem-solving and learning; and acquire an appreciation of Organization Culture and Development.

The method of learning offers a challenge to all participants regardless of level or experience. A Grid Seminar is not "taught" in the usual sense. In Grid teams, participants solve complex management problems. Objective solutions are made available. Individual and team performance is repeatedly assessed. Various measuring instruments are used to evaluate effectiveness.

Critique sessions assist each participant to understand how he might change his own behavior to increase his problem-solving effectiveness. Thus managers are not told the best way to manage, but they learn by convincing themselves.

About twenty to thirty hours of study are completed as prework. Insights gained are deepened and personalized during the intensive 50-hour Seminar.

ACHIEVEMENT RECORD

This is a certificate of attendance only. No attempt was made to evaluate student achievement in this course.

FOR THE DIRECTOR OF TRAINING:

 10 FEB 1969
Chief Instructor Date

CONFIDENTIAL
(When filled in)

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER 056361	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle) ✓ Hicks, Calvin W.			2. DATE OF BIRTH Nov 1924	3. SEX M	4. GRADE GS-13
5. OFFICIAL POSITION/TITLE Ops. Officer			7. OFF/DIV/BR OF ASSIGNMENT DDP/WH/3	8. CURRENT STATION HQ	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See instructions - Section C) <input type="checkbox"/> SPECIAL (Specify):			<input type="checkbox"/> INITIAL <input checked="" type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE <input type="checkbox"/> SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. 31 Jan 67			12. REPORTING PERIOD (From- to-) 1/66 - 12/66		
SECTION B PERFORMANCE EVALUATION					
W - Weak		Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.			
A - Adequate		Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.			
P - Proficient		Performance is more than satisfactory. Desired results are being produced in a proficient manner.			
S - Strong		Performance is characterized by exceptional proficiency.			
O - Outstanding		Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.			
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 Headquarters case officer for all Station Bogota Communist party operations, including insurgency and other related matters.					RATING LETTER P
SPECIFIC DUTY NO. 2 Headquarters case officer for several operational support projects.					RATING LETTER S
SPECIFIC DUTY NO. 3					RATING LETTER
SPECIFIC DUTY NO. 4					RATING LETTER
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER S

SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and chief consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p> <p>NOTE: This report covers the period from 10 August 1966 to 15 January 1967 during which time Mr. Hicks worked on the Colombia Desk. This report is being submitted because of reassignment of the rating officer.</p> <p align="right">MAG ROOM</p> <p>Although Mr. Hicks is an experienced officer with strong qualifications and abilities, it should be noted that some aspects of his present job were a new experience for him, since his past experience has been entirely in the PM field. However, Mr. Hicks adapted well and quickly to the new environment, showed a great deal of initiative and resourcefulness in familiarizing himself with the work, and by bringing sound operational and administrative experience to bear, carried out his duties in a thoroughly competent manner. He demonstrated uncommon ability to organize his work, anticipate problems or requirements, and take effective action promptly. In dealings with his associates he exercised a good balance of persuasiveness and friendliness which paid dividends in terms of getting a job done. He can be relied on absolutely to carry out a given task promptly and well.</p> <p>I would welcome any occasion which permitted Mr. Hicks to work with me again.</p>			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE 19 Jan 1967	SIGNATURE OF EMPLOYEE Calvin W. Hicks <i>Calvin W. Hicks</i>		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 45	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
DATE 17 Jan 67	OFFICIAL TITLE OF SUPERVISOR Chief, WH/3/C	TYPED OR PRINTED NAME AND SIGNATURE <i>David Smock</i> David Smock	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p>Mr. Hicks is a mature and thoughtful individual who made the switch from PM to FI activities at his own volition. He was originally scheduled for a field assignment to a WH Station in the fall of 1966, but for medical reasons will probably be staying at Headquarters for some time. While this restriction may limit his ability to get that feel for FI field operations which a Headquarters desk officer should have, he has previous field experience in a PM capacity to compensate for this.</p>			
DATE 24 January 1967	OFFICIAL TITLE OF REVIEWING OFFICIAL Deputy Chief, WH/3	TYPED OR PRINTED NAME AND SIGNATURE <i>Jonathan G. Hanke</i> Jonathan G. Hanke	

SECRET

SECRET

(When Filled In)

TRAINING REPORT - LANGUAGE				COURSE TITLE			
INSTRUCTOR J. H. HARRIS				PROGRAM Dartmouth - Dartmouth			
NO. OF STUDENTS		NO. OF HOURS 8000		DATE OF COURSE 03/17/66 (Special)*			
STUDENT							
NAME HARRIS, CALVIN W.		DOB 04/23/1920		EDD DATE 08/01/70		OFFICE W1	
						GS	SD
						13	0
(See reverse side for definitions of proficiency levels)							
LEVEL OF PROFICIENCY AT ENTRY INTO TRAINING				INSTRUCTORS ESTIMATE		OFFICIAL TEST	
BEFORE	READING	NO PROFICIENCY	SLIGHT	ELEMENTARY	INTERMEDIATE	HIGH	
	WRITING	X					
	PRONUNCIATION	X					
	SPEAKING	X					
	UNDERSTANDING	X					
LANGUAGE TRAINING OBJECTIVES AND METHODS							
<p>The general aims of language training are attainment of proficiency in speaking, understanding, reading and writing. The specific objectives are (1) ability to produce and distinguish the sounds of the language; (2) ability to use a stock of basic sentences and expressions; (3) ability to recombine the elements of basic sentences and expressions and to apply them to new situations; (4) ability to comprehend the language spoken at normal speed in various situations; (5) ability to write and read the language commensurate with ability to speak.</p> <p>Methods used in all courses stress oral drills and free conversation based at first on memorized material and, at a later stage, on varied reading materials. Written and oral tests are given at intervals. Listening to and recording on tapes in the Language Lab is essential for class preparation.</p>							
PERFORMANCE EVALUATION							
		UNSATISFACTORY		SATISFACTORY		EXCELLENT	
ACHIEVEMENT		X					
ATTITUDE						X	
ATTENDANCE		X					
LEVEL OF PROFICIENCY AT COMPLETION OF TRAINING				INSTRUCTORS ESTIMATE		OFFICIAL TEST	
AFTER	READING	NO PROFICIENCY	SLIGHT	ELEMENTARY	INTERMEDIATE	HIGH	
	WRITING		X				
	PRONUNCIATION		X				
	SPEAKING		X				
	UNDERSTANDING		X				
<p>Foreign Language Aptitude Test: 4</p> <p>Credit: 800 hrs.</p> <p><i>W. Ray Rackley</i> W. RAY RACKLEY SIGNATURE, HEAD OF DEPARTMENT, LT/LAS/OTB</p> <p>03/17/66 DATE</p>							
FOR THE DIRECTOR OF TRAINING:							

FORM 2222 USE PREVIOUS EDITIONS

SECRET

GROUP 1
Excluded from automatic
downgrading and declassification

(45)

SECRET

FITNESS REPORT				EMPLOYEE'S SERIAL NUMBER	
				056361	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE 5. SD
HICKS, Calvin			8 Nov 24	M	GS-13 D
6. OFFICIAL POSITION TITLE			7. OFF. DIV. OR OF ASSIGNMENT 8. CURRENT STATION		
Ops Officer			DDP/WH/C Wash., D.C.		
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input checked="" type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) SPECIAL (Specify):			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input checked="" type="checkbox"/> REASSIGNMENT EMPLOYEE SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)		
31 January 1966			1 January 1965 - 31 December 1965		
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1					RATING LETTER
Chief of Paramilitary Section in the Miami Operations Branch of WH/Cuba and senior Headquarters Case Officer on all PM operations conducted by the Miami Station.					S
SPECIFIC DUTY NO. 2					RATING LETTER
Reviews all PM and Maritime operational plans submitted for approval by the Miami Station and recommends approval, changes or disapproval.					S
SPECIFIC DUTY NO. 3					RATING LETTER
Prepares Agency papers requesting Special Group (303 Committee) approval of PM operations.					P
SPECIFIC DUTY NO. 4					RATING LETTER
Briefs senior officials on status of PM plans, capabilities and operations with respect to Cuba.					P
SPECIFIC DUTY NO. 5					RATING LETTER
Participates in technical planning by various Agency groups to provide technical guidance to Miami Station.					S
SPECIFIC DUTY NO. 6					RATING LETTER
Works closely with Paramilitary and Maritime Branches of Miami Station on all problems regarding the PM effort directed against Cuba.					P
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER
3 FEB 1966					S

SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position, keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.</p>			
<p>NOTE: Subject spent full time on Spanish language training from 1 Sept through 21 December 1965.</p>			
<p>NOTE: The difference in the letter rating between this report and the preceding fitness report does not reflect in any way on Subject's performance but is due rather to a different rating scale used by the originators.</p>			
<p>Subject turned in an excellent all-around performance as Chief of the Headquarters Paramilitary Section supporting Miami Station operations. He strives hard to do a good job and is most anxious to please his superiors. He is aggressive and conscientious in carrying out his functions; strong-willed and persistent in seeking to achieve his goals; straightforward but pleasant in dealing with colleagues and other Government officials; determined in resisting encroachments in his area of authority; and finally he is motivated by strong patriotic ideals.</p>			
<p>He is well-informed and competent in paramilitary operations with a particular gift for ferreting out technical improvements and innovations, and bringing them to bear on operations. Finally, Subject adapts smoothly and efficiently to operational and policy changes affecting his programs.</p>			
<p>(see Continuation Sheet)</p>			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
28 Jan 1966	<i>John T. Flynn</i>		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
12			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
28 January 1966	C/WH/C/MO	<i>Walter T. Canine</i>	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p>This officer is serious, hard working and dependable. Through a pleasant personality he commands the respect of his co-workers. Mr. Hicks is an unusually well qualified and competent officer, and is especially effective in the paramilitary field.</p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
28 January 1966	ADC/WH/C	<i>John T. Flynn</i> John T. Flynn	

SECRET

SECRET

Continuation Sheet

FITNESS REPORT

HICKS, Calvin

Section C (continued)

Subject has no significant weaknesses although there is still some room for improvement in making concise oral and written presentations. On every occasion, Subject has proven to be sound and wise in considering costs.

C. H.

HIT RECORD

LEO 3 3 52 PM '80

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				056361	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE
HICKS, Calvin W.			8 Nov 24	M	13 D
5. OFFICIAL POSITION TITLE			7. OFF. DIV/BR OF ASSIGNMENT		8. CURRENT STATION
Ops Officer CH			DDP/SAS		Wash., D.C.
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY			<input type="checkbox"/> INITIAL <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input type="checkbox"/> REASSIGNMENT EMPLOYEE		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)		
31 January 1965			1 January 64 - 31 December 64		
SECTION B PERFORMANCE EVALUATION					
<p>W - <u>Weak</u> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - <u>Adequate</u> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - <u>Proficient</u> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - <u>Strong</u> Performance is characterized by exceptional proficiency.</p> <p>O - <u>Outstanding</u> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter, which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1					RATING LETTER
Is Chief of Paramilitary Section in the Miami Operations Branch (WH/SA) and is the senior Headquarters Case Officer on all PM operations conducted by the Miami Station. <i>DE 38</i>					S
SPECIFIC DUTY NO. 2					RATING LETTER
Reviews all PM and Maritime operational plans submitted for approval by the Miami Station and recommends approval, changes or disapproval. <i>PG 40</i>					S
SPECIFIC DUTY NO. 3					RATING LETTER
Prepares Agency papers requesting Special Group (303) approval of PM operations.					S
SPECIFIC DUTY NO. 4					RATING LETTER
Briefs senior officials on status of PM plans, capabilities and operations with respect to Cuba.					S
SPECIFIC DUTY NO. 5					RATING LETTER
Participates in technical planning by various Agency groups to provide technical guidance to Miami Station. <i>DE 38</i>					S
SPECIFIC DUTY NO. 6					RATING LETTER
Works closely with Paramilitary and Maritime Branches of Miami Station on all problems regarding the PM effort directed against Cuba.					S
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER
19 FEB 1965					S

SECRET

(When Filled In)

OFFICE OF PERSONNEL

SECTION C

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain rating in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties, if applicable, as described, if applicable.

MAIL ROOM

Mr. Hicks' primary responsibility has been to provide Headquarters support and guidance for the PM activities directed by the Miami Station against the Cuban target. Mr. Hicks has shown a high degree of professional judgment in carrying out his duties, and his judgment is respected by senior officials who are required to submit the PM programs for high-level approval. During operational phases of the PM programs, Mr. Hicks is frequently required to be on call to act on emergency situations on a 24-hour basis. He has accepted this responsibility willingly. He has consistently taken the initiative in investigating technical developments which might provide assistance to the Station in the conduct of PM operations. He now supervises two professional and two clerical employees in his Section and runs his unit smoothly with no discernible friction. He does a good job of briefing and indoctrinating junior officers. While his experience has been predominantly in the PM field, he has acquired FI experience in the last two years because of the unique nature of Cuban PM (FI) operations. In his consideration of budgetary matters, he has demonstrated an understanding of the need to curtail expenses, where feasible. I would be glad to have Mr. Hicks work with me at any future time.

SECTION D

CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE

19 Jan 1965

SIGNATURE OF EMPLOYEE

Edward A. Marellus

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

24

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE

1-19-65

OFFICIAL TITLE OF SUPERVISOR

Chief, WH/SA,
Miami Operations Branch

TYPED OR PRINTED NAME AND SIGNATURE

John S. Tilton
John S. Tilton

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

Concur. Though I have reservations as to characterizing this officer as "Strong," (in point of intrinsic ability when compared to others who are clearly strong performers) such reservations are vague and impressionistic and not related to the actual performance and period to which this report is addressed.

DATE

15 February 1965

OFFICIAL TITLE OF REVIEWING OFFICIAL

Under Deputy Chief, WH(SA)

TYPED OR PRINTED NAME AND SIGNATURE

Edward A. Marellus
Edward A. Marellus

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				056361	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle) HICKS CALVIN W.			2. DATE OF BIRTH 8 Nov 1924	3. SEX M	4. GRADE GS-13
5. OFFICIAL POSITION TITLE OPS OFFICER			6. OFF/DIV/BR OF ASSIGNMENT DDP/SAS		
7. CHECK (X) TYPE OF APPOINTMENT <input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input checked="" type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) SPECIAL (Specify):			8. CURRENT STATION Washington, D. C.		
9. CHECK (X) TYPE OF REPORT <input type="checkbox"/> INITIAL <input checked="" type="checkbox"/> ANNUAL			10. CHECK (X) TYPE OF REPORT <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input type="checkbox"/> REASSIGNMENT EMPLOYEE		
11. DATE REPORT DUE IN G.P. 31 JANUARY 1964			12. REPORTING PERIOD (From - to) 1 JANUARY 1963 - 31 DECEMBER 1963		
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment, or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 Chief, PM Section, Miami Operations Branch of DDP/SAS and Senior Headquarters Case Officer for PM Operations conducted against target country.					RATING LETTER S
SPECIFIC DUTY NO. 2 Provision of operational guidance to field.					RATING LETTER S
SPECIFIC DUTY NO. 3 Review and comment on operational plans submitted by station.					RATING LETTER O
SPECIFIC DUTY NO. 4 Insuring that necessary training, logistics and technical support are provided for conduct of PM operations against the target country.					RATING LETTER S
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER S
10 MAR 1964					

SECRET

(When Filled In)

MAR 6 4 25 PM '64

SECTION C

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.

Mr. Hicks' personal experience and long association with paramilitary operations give him high competence in this type of activity. Personnel who have official business with Mr. Hicks respect his knowledge and ability in this field. He assumes responsibility and can be counted on to get a job done with minimum supervision. When required, he works irregular hours without complaint. His review of operational plans submitted by the field is prompt, complete and professional. Mr. Hicks exerts maximum economy in the use of funds, equipment and personnel. He is consistently cooperative, even tempered and patient in the face of frustrations inherent in this type of work. He has established an excellent working relationship with his opposite numbers in the field.

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE	SIGNATURE OF EMPLOYEE	
4 March 1964	<i>John S. Tilton</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
12		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
4 March 1964	DC/SAS/NOB	<i>John S. Tilton</i> John S. Tilton
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
I concur in the above comments and rating.		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
5 March 1964	C/SAS/NOB	<i>Arthur A. Maloney</i> Arthur A. Maloney

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				056361	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE 5. SD
HICKS Calvin W.			8 Nov. 1924	Male	GS-13 D
6. OFFICIAL POSITION TITLE			7. OFF/DIV/BR OF ASSIGNMENT 8. CURRENT STATION		
Ops. Officer			DDP/Task Force W Washington, D.C.		
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) <input type="checkbox"/> SPECIAL (Specify):			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE <input type="checkbox"/> SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From- to-)		
31 January 1963			1 January 1962 to 31 December 1962		
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1					RATING LETTER
Hqs. case officer for FM Operations conducted by field station against target company. <i>DE 38 75-10</i>					S
SPECIFIC DUTY NO. 2					RATING LETTER
Prepares requirements for and/or insures the provision of training, logistics and other support required for conduct of FM operations against target country. <i>DE 31</i>					S
SPECIFIC DUTY NO. 3					RATING LETTER
SPECIFIC DUTY NO. 4					RATING LETTER
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER
15 JAN 1963					S

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.

Mr. Hicks has an exceptional knowledge of and experience with the problems involved in the conduct and support of covert PM operations. He has shown a high degree of initiative in providing the training and other support required and in preparing material for staff presentation to higher echelons. His attention to detail is a strength in accomplishing his duties but he must try harder to overcome a tendency for too much detail in his staff communications, oral and written. His written work in particular shows a weakness in synthesizing which it is believed could be overcome by available courses of training. Mr. Hicks has also reached the point where he must broaden his outlook as to the wider political and operational implications of PM operations. To this end, it is intended that Mr. Hicks will attend the Inter-Agency Counterinsurgency Course in the near future. Under an experienced Chief of Operations, Mr. Hicks could handle PM operations at most Field Stations; in a major operation such as Viet Nam or Cuba, he could adequately handle a large segment such as PM Training, the handling of a large indigenous group, or the duties of Chief/PM Operations or Deputy Chief, PM. He would be a definite asset, in the field or at Hqs., in any type of task force operations.

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE 5 Feb 1967	SIGNATURE OF EMPLOYEE <i>Robert N. Hicks</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 6 months	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 2 Jan 1963	OFFICIAL TITLE OF SUPERVISOR DC/SAS/PM	TYPED OR PRINTED NAME AND SIGNATURE <i>C. W. Matt</i> C. W. Matt
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
<p>The undersigned has been Mr. Hicks' supervisor for approximately six months, for the period ending December 31, 1962. Mr. Hicks is a highly motivated, sincere and capable person. He works well with others, and his knowledge and ability are recognized and respected. He assumes responsibility and can be counted on to get a job done without close supervision. He is capable of assuming greater responsibility. He is continuously striving for greater knowledge and broader fields of activity.</p>		
DATE 8 February 1963	OFFICIAL TITLE OF REVIEWING OFFICIAL C/SAS/PM	TYPED OR PRINTED NAME AND SIGNATURE <i>A. A. Maloney</i> A. A. MALONEY

SECRET

SECRET

TRAINING REPORT

Clandestine Services Review No. 39
(64 hours, full-time)

4 - 13 February 1963

Student	: Calvin W. Hicks	Office	: SAS
Year of Birth:	1924	Service Designation:	D
Grade	: GS-13	No. of Students	: 33
EOD Date	: Aug 1950		

COURSE OBJECTIVES - CONTENT AND METHODS.

This course aims to develop in the Clandestine Services officers and others recently returned from the field an up-to-date awareness of the role of CIA in the United States intelligence community, the relations of the DDI and DDR areas with the CS, and the support available from the offices of the DDS.

The course is presented by lectures given by CIA officials who are directly responsible for the missions, functions, programs, and services discussed. Each lecture is usually followed by a short question period. Approximately 10 per cent of the students' time is scheduled for reading pertinent up-to-date regulations and background summaries.

ACHIEVEMENT RECORD

This is a certificate of attendance only; no attempt was made to evaluate student achievement in the course.

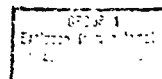
FOR THE DIRECTOR OF TRAINING:

A. J. Schermerhorn

Augustus F. Schermerhorn
Chief Instructor

18 Feb 1963
Date

SECRET



SECRET
(When Filled In)

FITNESS REPORT		EMPLOYER SIGNAL NUMBER 55421 CSD	
SECTION A GENERAL			
1. NAME (Last) (First) (Middle) NICKS Calvin		2. DATE OF BIRTH 12-1-1927	3. SEX Male
4. SERVICE DESIGNATION D	5. OFFICIAL POSITION TITLE Operations Officer	6. OFF/DIV/BR OF ASSIGNMENT OUT/1000	
7. CAREER STAFF STATUS		8. TYPE OF REPORT	
<input type="checkbox"/> NOT ELIGIBLE <input type="checkbox"/> MEMBER <input type="checkbox"/> DEFERRED <input type="checkbox"/> PENDING <input type="checkbox"/> DECLINED <input type="checkbox"/> DENIED		<input type="checkbox"/> INITIAL <input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT/SUPERVISOR <input type="checkbox"/> REASSIGNMENT/EMPLOYEE	
9. DATE REPORT DUE IN O.P. 31 January 1968		10. REPORTING PERIOD From 12-1-67 To 11-30-67	
11. SPECIAL (Specify)			
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES			
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).			
1 - Unsatisfactory 2 - Barely adequate 3 - Acceptable 4 - Competent 5 - Excellent 6 - Superior 7 - Outstanding			
SPECIFIC DUTY NO. 1 Hqs PM Case Officer for agents dispatched into the target country.		RATING NO. 6	SPECIFIC DUTY NO. 4 General PM Operations Officer. DC-10
SPECIFIC DUTY NO. 2 Hqs PM Case Officer for all agent requests for air delivery into a denied area.		RATING NO. 6/7	SPECIFIC DUTY NO. 5 Prepare contact reports and other reports to document & give background to agent operations.
SPECIFIC DUTY NO. 3 Handle and train certain select agents for dispatch into the target country.		RATING NO. 6	SPECIFIC DUTY NO. 6
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION			
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.			
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.			RATING NO. 5
SECTION D DESCRIPTION OF THE EMPLOYEE			
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee			
1 - Least possible degree 2 - Limited degree 3 - Normal degree 4 - Above average degree 5 - Outstanding degree			
CHARACTERISTICS	NOT APPLI- CABLE	NOT OB- SERVED	RATING
GETS THINGS DONE			1 2 3 4 5
RESOURCEFUL			
ACCEPTS RESPONSIBILITIES			
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES			
DOES HIS JOB WITHOUT STRONG SUPPORT			
FACILITATES SMOOTH OPERATION OF HIS OFFICE			
WRITES EFFECTIVELY			
SECURITY CONSCIOUS			
THINKS CLEARLY			
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS			
OTHER (Specify):			

SEE SECTION "E" ON REVERSE SIDE

SECRET

(When Filled In)

SECTION E

NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best basis for determining future personnel actions.

Mr. Hicks has an excellent understanding of clandestine operations and has demonstrated an outstanding ability to be flexible enough to cope with an ever changing program. He has performed his duties in a superior manner at all times, exercising mature judgement and firm action. He has continued to keep his objectivity and make a fine contribution to a Project that has had more than its share of frustrations. It is believed that Mr. Hicks should be considered for promotion to Grade GS-13 at the earliest opportunity. He has continuously demonstrated his ability to perform the functions and assume the responsibilities of a higher level in an outstanding manner. Mr. Hicks has worked long, irregular hours, and without complaint, to get the job done.

SECTION F

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I certify that I have seen Sections A, B, C, D and E of this Report.		
DATE 13 Feb. 1962	SIGNATURE OF EMPLOYEE Calvin H. Hicks	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 10	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.		
EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS	REPORT MADE WITHIN LAST 90 DAYS	
OTHER (Specify):		
DATE 13 Feb 1962	OFFICIAL TITLE OF SUPERVISOR Chief, WH/4/PM/Ops	TYPED OR PRINTED NAME AND SIGNATURE James S. Pekich
3. BY REVIEWING OFFICIAL		
I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.		
I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.		
I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.		
<input checked="" type="checkbox"/> I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.		
COMMENTS OF REVIEWING OFFICIAL		
The above ratings are based primarily on duties performed prior to the assumption, in November 1961, of present duties by the reviewing officer. Since November 1961, Mr. Hicks has shown superior ability to adapt himself to new and changing conditions and has performed well		
DATE (Continued) 14 FEB. 1962	OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, WH/4/PM	TYPED OR PRINTED NAME AND SIGNATURE Charles W. Matt

SECRET

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FITNESS REPORT - Calvin W. Hicks (Continued)

SECTION F

Comments of Reviewing Official (Continued)

in situations requiring individual initiative and imaginative thinking. I feel quite certain that Mr. Hicks has the capabilities and should earn a superior or outstanding rating in his next fitness report.

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER 056361							
SECTION A GENERAL											
1. NAME (Last) (First) (Middle) ICPS Galt W.		2. DATE OF BIRTH 5 Nov. 1922		3. SEX M	4. GRADE GS-12						
5. SERVICE DESIGNATION D		6. OFFICIAL POSITION TITLE Operations Section Officer		7. OFF/DIV/BR OF ASSIGNMENT DDP/IE, Rm. 4, D.C.							
8. CAREER/STAFF STATUS			9. TYPE OF REPORT								
<input type="checkbox"/> NOT ELIGIBLE <input checked="" type="checkbox"/> MEMBER <input type="checkbox"/> DEFERRED			<input type="checkbox"/> INITIAL <input checked="" type="checkbox"/> REASSIGNMENT/SUPERVISOR								
<input type="checkbox"/> PENDING <input type="checkbox"/> DECLINED <input type="checkbox"/> DENIED			<input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT/EMPLOYEE								
10. DATE REPORT DUE IN O.P. From: 1 March 51		11. REPORTING PERIOD To: 31 March 51									
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES											
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).											
1 - Unsatisfactory 2 - Barely adequate 3 - Acceptable 4 - Competent 5 - Excellent 6 - Superior 7 - Outstanding											
SPECIFIC DUTY NO. 1 Hqs R case officer for all agent requests for air delivery into a denied area.		RATING NO. 6/7	SPECIFIC DUTY NO. 4 Prepare contact reports and other related reports as required to properly document air and selected agent ops.		RATING NO. 6						
SPECIFIC DUTY NO. 2 Case officer and training officer for certain selected agents dispatched into the target country.		RATING NO. 6	SPECIFIC DUTY NO. 3		RATING NO.						
SPECIFIC DUTY NO. 3 Generally utility R operations officer.		RATING NO. 5/6	SPECIFIC DUTY NO. 5		RATING NO.						
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION											
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.											
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.					RATING NO. 5						
SECTION D DESCRIPTION OF THE EMPLOYEE											
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee											
1 - Least possible degree		2 - Limited degree		3 - Normal degree		4 - Above average degree		5 - Outstanding degree			
CHARACTERISTICS					NOT APPL- CABLE	NOT OP- SERVED	RATING				
							1	2	3	4	5
GETS THINGS DONE											X
RESOURCEFUL											X
ACCEPTS RESPONSIBILITIES											X
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES											X
DOES HIS JOB WITHOUT STRONG SUPPORT											X
FACILITATES SMOOTH OPERATION OF HIS OFFICE											X
WRITES EFFECTIVELY											X
SECURITY CONSCIOUS											X
THINKS CLEARLY											X
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS											X
OTHER (Specify):											

SEE SECTION "E" ON REVERSE SIDE

SECRET

(When Filled In)

SECTION E NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the basis for determining future personnel actions.

MAY 17 11 39 AM '61
Mr. Hicks has done a superior job in the performance of his duties. He has demonstrated unusually good judgement and has an excellent basic understanding of covert operations. During the period of this report, he has been able to utilize this knowledge in a real situation and has personally profited and greatly matured in the process, as well as making a fine contribution to the operation in a denied area. It is felt he is now ready to assume greater responsibilities in the Clandestine Services. Mr. Hicks worked long and irregular hours without complaint.

SECTION F CERTIFICATION AND COMMENTS**1. BY EMPLOYEE**

I certify that I have seen Sections A, B, C, D and E of this Report.

DATE

12 May 1961

SIGNATURE OF EMPLOYEE


2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

Seven months

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.

EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS

REPORT MADE WITHIN LAST 90 DAYS

OTHER (Specify):

DATE

10 May 1961

OFFICIAL TITLE OF SUPERVISOR

Deputy Chief, WH/4/PM/Ops

TYPED OR PRINTED NAME AND SIGNATURE

 W. Kuzmak
3. BY REVIEWING OFFICIAL

I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.

I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.

I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.

I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.

COMMENTS OF REVIEWING OFFICIAL

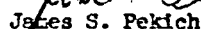
DATE

12 May 1961

OFFICIAL TITLE OF REVIEWING OFFICIAL

Chief, WH/4/PM/Ops

TYPED OR PRINTED NAME AND SIGNATURE

 James S. Pekich

SECRET

SECRET

RYBAT

(When Filled In)

FITNESS REPORT						EMPLOYEE SERIAL NUMBER						
SECTION A GENERAL												
1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH		3. SEX	4. GRADE							
HICKS CALVIN W.		6 Nov 1924		Male	GS-12							
5. SERVICE DESIGNATION & OFFICIAL POSITION TITLE		7. OVER/OWN/AS OF ASSIGNMENT										
DM GUERRILLA WAR OFF												
8. CAREER STAFF STATUS				9. TYPE OF REPORT								
NOT ELIGIBLE		MEMBER		DEFERRED		INITIAL						
PENDING		DECLINED		DENIED		ANNUAL						
						X REASSIGNMENT/EMPLOYEE						
10. DATE REPORT DUE IN O.P.				11. REPORTING PERIOD								
				From 7 Jan 60 To 24 Jan 60								
				SPECIAL (Specify)								
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES												
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).												
1 - Unsatisfactory 2 - Barely adequate 3 - Acceptable 4 - Competent 5 - Excellent 6 - Superior 7 - Outstanding												
SPECIFIC DUTY NO. 1 Chief Ops officer for Base supporting allied PM force				RATING NO. 6	SPECIFIC DUTY NO. 4 With allied officers, prepares and supervises training of personnel clandestine P.			RATING NO. 5				
SPECIFIC DUTY NO. 2 With allied officers, prepares plans for clandestine PM force.				RATING NO. 5	SPECIFIC DUTY NO. 5 Advises Allied Hqs in instructing and preparing plans for large semi-overt PM force			RATING NO. 5				
SPECIFIC DUTY NO. 3 With allied officers, directs clandestine PM development				RATING NO. 6	SPECIFIC DUTY NO. 6 Ops staff officer to Chief of Base			RATING NO. 7				
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION												
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.												
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.							RATING NO. 5					
SECTION D DESCRIPTION OF THE EMPLOYEE												
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee												
1 - Least possible degree		2 - Limited degree		3 - Normal degree		4 - Above average degree		5 - Outstanding degree				
CHARACTERISTICS						NOT APPLICABLE	NOT OBSERVED	RATING				
								1	2	3	4	5
GETS THINGS DONE												X
RESOURCEFUL											X	
ACCEPTS RESPONSIBILITIES											X	
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES											X	
DOES HIS JOB WITHOUT STRONG SUPPORT											X	
FACILITATES SMOOTH OPERATION OF HIS OFFICE											X	
WRITES EFFECTIVELY									X			
SECURITY CONSCIOUS										X		
THINKS CLEARLY												X
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS									X			
OTHER (Specify): Staff advice to Chief of Base												X
SEE SECTION "E" ON REVERSE SIDE												

SECRET

(When Filled In)

SECTION E NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the basis for determining future personnel actions.

Subject is one of the most practical, hard-headed, down-to-earth, persistent, and competent operations and operations staff officers this supervisor has ever known in our organization. He fights tenaciously and resourcefully in support of his staff advice to the time his chief makes a decision; from that time he fights just as tenaciously and resourcefully to support the decision as he did previously for his position, whether or not the decision follows his advice. He gives 100% loyalty to his country, his organization, and his chief. His approach to plans and ops of the clandestine program has always been practical, and with the long-range requirements solidly in view. He is forceful and firm in dealing with allied opposite numbers, at the same time earning and retaining their respect. He is skillful and persistent in eliciting intelligence information. His development of contacts in the country assigned has been surprisingly good, even though outside his assigned responsibilities; in other words, he has constantly exercised initiative to place himself in a position to collect intelligence information should the requirement be placed on him. Altogether an outstandingly fine operations and staff officer whom I shall always welcome on my staff. His training, experience, and demonstrated ability in the field all well demonstrate his qualification to fill assignments in the next higher grade.

SECTION F CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

I certify that I have seen Sections A, B, C, D and E of this Report.

DATE

22 August 1960

SIGNATURE OF EMPLOYEE

S/Calvin W. Hicks

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.

EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS

REPORT MADE WITHIN LAST 90 DAYS

OTHER (Specify):

DATE

20 August 1960

OFFICIAL TITLE OF SUPERVISOR

TYPED OR PRINTED NAME AND SIGNATURE

S/William T. Hornaday

3.

BY REVIEWING OFFICIAL

I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.

I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.

X

I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.

I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.

COMMENTS OF REVIEWING OFFICIAL It is probably because of the isolated location of the base and the "togetherness" of its personnel but this rating officer as well as his predecessors have all rated on the high side. While my contacts with subject officer have been infrequent and any evaluation would largely be based on paper-work subject has originated my assessment is that subject is an average officer for his age, grade, and experience in his rather specialized field. In comparison with other officers I have known in this

DATE

2 September 1960

OFFICIAL TITLE OF REVIEWING OFFICIAL

TYPED OR PRINTED NAME AND SIGNATURE

S/Willard Burke

SECRET

kind of assignment as well as in others he is not yet ready for promotion to the next higher grade.

File 1960 Fitness Rpts

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ADMINISTRATIVE
INTERNAL USE ONLY

MEMORANDUM FOR THE RECORD

**SUBJECT : Request for Disability Retirement Under the
Provisions of the CIA Retirement and Disability
System - Mr. Calvin W. Hicks**

Based upon my review and evaluation of the evidence listed below, I hereby approve the request of Mr. Calvin W. Hicks for disability retirement under the provisions of the CIA Retirement and Disability System and, on the basis of medical evidence submitted in this case, I have determined that the disability of Mr. Hicks is permanent;

a. Supervisor's statement dated 30 October 1974 submitted in accordance with the provisions of paragraph f. (3) of HR 20-50.

b. Written report of the Board of Medical Examiners dated 20 December 1974 as submitted by the Chairman of that Board in accordance with the provisions of paragraph f. (4)(c) of HR 20-50.

F. W. M. Janney
Director of Personnel

Distribution:

- 0 - Return to ROB
- 1 - D/Pers
- 1 - OPF
- 1 - ROB Soft File
- 1 - ROB Reader

OP/RAD/ROB/PJSeidel:jat/3257 (24 December 1974)

ADMINISTRATIVE
INTERNAL USE ONLY

21 DEC 1974

Mr. Calvin W. Hicks
10207 Forest Avenue
Fairfax, Virginia 22030

Dear Mr. Hicks:

This is to inform you that the Director of Personnel has approved your request for disability retirement under the CIA Retirement and Disability System. On the basis of medical evidence, the Director of Personnel has determined that your disability is of a permanent nature; therefore, no further medical review of your case will be required.

Your annuity will commence retroactive to 28 December 1974, the day following the date on which your salary terminated. You may be assured that every effort will be made to expedite delivery of your first annuity check following completion of the administrative details required to effect your retirement.

Sincerely yours,

Ronald Gage
Chief
Retirement Affairs Division

Distribution:

- 0 - Addressee (CIA Letterhead)
- 1 - D Career Service
- 1 - OMS
- 1 - OPF
- 1 - ROB Soft File
- 1 - ROB Reader

OP/RAD/ROB/PJSeidel:jat/3257 (30 December 1974)

75-344

27 JAN 1975

Mr. Calvin W. Hicks
10207 Forest Avenue
Fairfax, Virginia 22030

Dear Mr. Hicks:

As you bring to a close your active career of service to your country, I join your friends and colleagues in wishing you well in your retirement.

It takes the conscientious efforts of many people to do the important work of this Agency. You leave with the knowledge that you have personally contributed to our success in carrying out our mission. Your faithful and loyal support has measured up to the high ideals and traditions of the Federal service.

May I extend to you my sincere appreciation for the important work you have done.

Sincerely,

/s/ W. E. Colby

W. E. Colby
Director

Distribution:

0 - Addressee

~~1~~ - OFF

Originator: Tom Sawyer
Director of Personnel

OP/PAD/ROB/PJSeidel:ls (15 January 1975)

Dear Mr. Hicks:

Enclosed is a retiree identification card. Before using the document, please sign your name in ink on the reverse side of the card.

If you elect to receive an annuity instead of benefits under FECA, you must so advise the Office of Federal Employees' Compensation, indicating the date of this election. In addition, you should send a copy of your correspondence with that office to the Agency.

Sincerely yours,

1 - BCS Office
1 - BCS Liaison
1 - OPI
1 - BCS Liaison (OP, Department)
Distribution:
R

Ronald Gage
Chief

Retirement Affairs Division

S E C R E T
(When Filled In)

27
DDF: 2 December 1974

CERTIFICATION OF SEPARATING EMPLOYEE

Name (Last-First-Middle)

HICKS, Calvin W.

MEMORANDUM FOR THE RECORD - ATTACH TO OFFICIAL PERSONNEL FOLDER

I hereby acknowledge the receipt of the following forms and/or information concerning my separation from CIA as indicated by check mark:

- | | |
|---|--|
| ✓ | 1. Standard Form 8 (Notice to Federal Employee about Unemployment Compensation). |
| | 2. Standard Form 55 (Notice of Conversion Privilege, Federal Employees' Group Life Insurance). |
| | 3. Standard Form 56 (Agency Certification of Insurance Status, Federal Employees' Group Life Insurance Act of 1954). |
| | 4. Standard Form 2802 (Application for Refund of Retirement Deductions). |
| ✓ | 5. Form 2595 (Authorization for Disposition of Paychecks).
<i>Continue to back</i> |
| ✓ | 6. <u>Only applicable to Retiree - Returnee (resignee from overseas assignment).</u>
I have been advised of my right to have a medical examination before my separation from this Agency and of the importance of such a medical check to my health and well-being. |
| | 7. CSC Pamphlet 51 (Re-employment Rights of Federal Employees Performing Armed Forces Duty). |
| | 8. Instructions for returning to duty from Extended Leave or Active Military Service. |

Signature of Employee

Calvin W. Hicks

Date Signed

26 Dec. 1974

Address (Street, City, State, Zip Code)

*MR. CALVIN W. HICKS
10207 FOREST AVE.
FAIRFAX, VIRGINIA 22030*

Correspondence

OVERT CORRESPONDENCE

☐ Overt

☐ Covert

S E C R E T

21 MAY 1975

Mr. Calvin W. Hicks
10207 Forest Avenue
Fairfax, Virginia 22030

Dear Mr. Hicks:

I am happy to send to you, under separate cover, your Agency Retirement Medallion. The Medallion is a tangible form of recognition and appreciation of your service to the Agency. It should serve as a lasting reminder of an honorable career, rewarding associations and the knowledge that you played your part in a vital activity.

Let me, therefore, add my congratulations and wish you the very best for the future.

Sincerely,

F. W. M. Janney

F. W. M. Janney
Director of Personnel

HONORABLE DISCHARGE

1. LAST NAME - FIRST NAME - MIDDLE INITIAL WATKINS M		3. GRADE PVT		4. D.O.B. OR SERVICE MIA		5. COMPONENT JMS	
6. ORGANIZATION 355TH AIR B		7. DATE OF SEPARATION 18 AUG 45		8. PLACE OF SEPARATION DUMP CENTER 2, GERMANY GERM			
9. PRESENT ADDRESS FOR MAILING PURPOSES JORD, S. DAN				10. DATE OF BIRTH 8 OCT 24		11. PLACE OF BIRTH MEXICO	
12. ADDRESS FROM WHICH EMPLOYMENT WILL BE BOUGHT SEA 9				13. COLOR EYES BLU		14. COLOR HAIR BLK	
				15. HEIGHT 5'2"		16. WEIGHT 137	
				17. NO. DEPENDENTS 1			
18. RACE WHITE		19. MARITAL STATUS MARRIED		20. U.S. CITIZEN YES		21. CIVILIAN OCCUPATION AND NO. Sgt. 1st Lt. 1st Lt. Capt.	

MILITARY HISTORY

17. DATE OF INCLUSION 18 Jan 43	23. DATE OF EXPIRATION 2 Feb 43	24. PLACE OF ENTRY INTO SERVICE ft snellman, alabama.
25. COUNTY AND STATE mdwrtown, ark	26. HOME ADDRESS AT TIME OF ENTRY INTO SERVICE 300 7	
27. MILITARY OCCUPATIONAL SPECIALTY AND NO. Mortar C. 1607	28. MILITARY OCCUPATIONAL AND RATE (If O, infantry, division and marksmanship badges, etc) R. 14. E7 4-19-44	

Rhineland

43. REFERENCES AND CITATIONS

NAAAF Release: 2025-07-26

24. WOUNDS RECEIVED IN ACTION

30 NOV 14 06Z 1944

39. LATEST IMMUNIZATION DATES										38. SERVICE OUTSIDE CONTINENTAL U.S. AND RETURN			
SMALLPOX		TYPHOID		TETANUS		OTHER (4 DOCKS)		DATE OF DEPARTURE		DESTINATION		DATE OF ARRIVAL	
-		-		3-11-43		TYPHUS 9-17-44		27 Sep 44		ETO		10 Oct 44	
								23 Feb 45		USA		6 Mar 45	
37. TOTAL LENGTH OF SERVICE								36. HIGHEST GRADE HELD					
CONTINENTAL SERVICE				PORTION SERVICE									
YEARS		MONTHS		DAYS									
1		9		4									
				8		3		1					
35. PRIOR SERVICE													

№ 10

40. REASON AND AUTHORITY FOR SEPARATION

ملفوظات مولانا مفتی محمد شفیع صاحب دہلی

SEAFIRE SCHOOLS ATTENDED


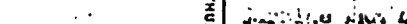
Hand

PAY DATA

43. LOANED BY THE PAY PLAN: YES				45. MUSTERING OUT PAY		46. SOLDIER DEPOSITS		47. TRAVEL PAY		48. TOTAL AMOUNT, NAME OF DISCHARGING OFFICER	
YEARS	MONTHS	DAYS	TOTAL	THIS PAYMENT							
2	11	11	\$ 100	\$ 100		\$ 885					100

INSURANCE NOTICE

IMPORTANT: IF YOU ARE A NATURALIZED CITIZEN, YOU MUST BE A NATURALIZED CITIZEN OF THE UNITED STATES TO QUALIFY FOR A VA BENEFIT. IF YOU ARE A NATURALIZED CITIZEN, YOU MUST BE A NATURALIZED CITIZEN OF THE UNITED STATES TO QUALIFY FOR A VA BENEFIT.												
41. KIND OF INSURANCE a. Term, b. Cash, c. Other			42. HOW PAID a. Annuity, b. Interest, c. V.A.		43. Insurance Type of a/b a. Term, b. Cash, c. Other		44. Rate of Premium Due a. Term, b. Cash, c. Other		45. Premium Due a. Term, b. Cash, c. Other		46. INTENTION OF VETERAN TO a. Continue, b. Discontinue	
X			X		31 AUG 45		30 SEP 45		6.50		X	

24.	RIGHT THUMB PRINT	25. REMARKS (This space for collection of above notes or entry of other items specified in W. D. Directives) all in position as before 26. DATE OF ENTRY OF ABOVE INTO U.S. ARMY 23 to 1 Jul 43 27. DATE OF ENTRY OF ABOVE INTO U.S. NAVY 24-44 28. DATE OF ENTRY OF ABOVE INTO U.S. AIR FORCE 24-44 29. DATE OF ENTRY OF ABOVE INTO U.S. MARINE CORPS 24 May 44	
		30. SIGNATURE OF PERSON BEING SEPARATED 	

CERTIFICATE OF DISABILITY FOR DISCHARGE I, AR 615-361 REPORT OF BOARD OF MEDICAL OFFICERS (ENCL. ENTER PROVISIONS OF SECTION 112, AR 615-361)																																																																															
1. LAST NAME - FIRST NAME - MIDDLE INITIAL		2. ARMY SERIAL NUMBER - GRADE		3. DATE OF BOARD MEETING																																																																											
NICKS, Calvin W.		37 568 694 Pvt		24 Jul 45																																																																											
4. LAST PERMANENT ORGANIZATION (Regiment and Area of Service)				5. PLACE OF MEETING (Including City, State)																																																																											
Co H, 335th Inf, APO # 84				Hosp Center, Sp 1724 Cp Carson, Colorado																																																																											
6. AFTER CAREFUL CONSIDERATION OF ALL INFORMATION OBTAINABLE AND A CRITICAL EXAMINATION, WE FIND THIS INDIVIDUAL UNFIT FOR MILITARY SERVICE BECAUSE OF:																																																																															
(25) Feet, disorders of, incurred during service																																																																															
Trench foot, bilateral, moderate. Incurred prior to 30 Nov 44 in Belgium after exposure to cold and wet weather. Disability manifested by pain and swelling of feet on prolonged weight bearing, excessive perspiration, and sensitivity to heat and cold.																																																																															
DATE OF ONSET OF DISEASE OR INJURY		DATE BECAME UNFIT FOR DUTY (Enter One Date)		ACCOMMODATED BY ACTIVE SERVICE (1)		EXCLUDED WHILE IN SERVICE (2)		EXISTED PRIOR TO ENTERING INTO SERVICE (3)		INCIDENT TO SERVICE (4)		INCURRED IN PRIVATE AVOCATION (5)		DUE TO CONDUCT (6)		IN LINE OF DUTY (7)																																																															
Nov 44		30 Nov 44		YES NO		YES NO		YES NO		YES NO		YES NO		YES NO		YES NO																																																															
A. Nov 44		30 Nov 44		X		X		X		NOT REQUIRED		X		X																																																																	
B.																																																																															
C.																																																																															
D.																																																																															
REMARKS (Identify by Box Number)										Incurred in authorized military activity - Yes																																																																					
X-RAY OF CHEST HAS BEEN TAKEN WITHIN 90 DAYS AND REPORT IS FILED IN CURRENT CLINICAL RECORDS										IN ACCORDANCE WITH THESE FINDINGS, WE RECOMMEND THAT INDIVIDUAL BE DISCHARGED																																																																					
8. PRESIDENT'S SIGNATURE (Sign Original only)										9. RECORDER'S SIGNATURE (Sign Original only)										10. THIRD MEMBER'S SIGNATURE (Not Required)																																																											
11. TYPED NAME AND GRADE										12. TYPED NAME AND GRADE										13. TYPED NAME AND GRADE (Required)																																																											
WILLIAM H. CUTHRIE Capt, MC										AARON TAYLOR 1st Lt, MC										JAMES P. LYMAN Capt, MC																																																											
APPROVAL C. O. HOSPITAL										APPROVAL: DISCHARGE AUTHORITY										APPROVAL:																																																											
14. DATE										15. DATE										16. DATE																																																											
SIGNATURE (Sign Original only)										SIGNATURE (Sign Original only)										SIGNATURE (Sign Original only)																																																											
20. TYPED NAME AND GRADE										21. TYPED NAME AND GRADE										22. TYPED NAME AND GRADE																																																											
By Order of Colonel FOX: REGISTRAR										By Order of Colonel FOX: REGISTRAR										By Order of Colonel FOX: REGISTRAR																																																											
17. THE ADJUTANT GENERAL										HEADQUARTERS										DATE																																																											
23. DATE INDIVIDUAL ENTERED ACTIVE SERVICE										24. PRIOR SERVICE (YEARS MONTHS)										25. DATE OF LAST DISCHARGE, IF ANY										26. IF ABSENT FROM UNIT WHEN DISEASE WAS CONTRACTED OR INJURY RECEIVED, STATE CAUSE, PLACE, AND DATE																																																	
2 Jul 43										None																																																																					
27. DATE INDIVIDUAL WAS DISCHARGED										28. DISCHARGED AT										29. HONORABLY										30. OTHER THAN HONORABLY (Reason)										31. HAS INDIVIDUAL MADE PENSION CLAIM?										32. HAS INDIVIDUAL BEEN ON FOREIGN DUTY?										33. DOES SERVICE RECORD SHOW PARTICIPATION IN ACTION?										34. OTHER INFORMATION PERTINENT TO SERVICE?									
28 Aug 45										Cp Carson, Colo.										X																				YES X NO										YES X NO										YES X NO										YES X NO									
PERMANENT ADDRESS FOR MAILING PURPOSES FOR LEGAL GUARDIAN OR VETERANS' FACILITY IF FURTHER CARE REQUIRED																																																																															
35. STREET OR R.F.D. NUMBER, CITY, COUNTY, AND STATE																																																																															
Java, Walworth County, South Dakota																																																																															
INDIVIDUAL WAS GIVEN OPPORTUNITY TO APPLY FOR PENSION - INDIVIDUAL WAS FURNISHED WITH A DISCHARGE CERTIFICATE																																																																															
35. TYPED NAME AND GRADE OF PERSONNEL OFFICER															36. PERSONNEL OFFICER'S SIGNATURE (This signature on copies too and there will serve as certification of true copy)																																																																
ASID D. 1st Lt, 2nd Lt, MAC Asst Chief, Mil Pers Br															[Signature]																																																																

INSTRUCTIONS: Prepare original and two copies for: 1. The Adjutant General (in Service Record), 2. The Veterans Administration, 3. Discharge organization.
 U.S. A.G.O. FORM 10, 24 MAY 1944 SUPPLEMENT U.S. A.G.O. FORM 10, 21 AUGUST 1945, WHICH WILL NOT BE USED AFTER RECEIPT OF THIS REVISION.

10 APR 1972

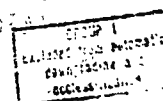
MEMORANDUM FOR: Secretary, DDP/QSI - HMA Panel**SUBJECT: Notification of Approval of
Quality Step Increase -
Calvin W. Hicks**

1. I am pleased to send to you the attached official notification of the approval of the Quality Step Increase which you recommended for this employee.
2. As this award is designed to encourage excellence by recognizing and rewarding the employee, may I ask that you arrange to have this Quality Step Increase presented at an appropriate ceremony.

Robert B. Fisher
Harry B. Fisher
Director of Personnel

Distribution:w

- Orig & 1 - Addressee
- 1 - OPF - HICKS
- 1 - D/Pers Chrono
- 1 - C/SPD
- 1 - CSPS

OP/SPD/RLStaten:whg (6 Apr 72)

SECRET

17 March 1972

MEMORANDUM FOR: Director of Personnel

VIA : DDP/OP

SUBJECT : Request for Quality Step Increase.
Mr. Calvin W. Hicks

1. The GS-13 Evaluation Board for FY 1972, having carefully reviewed the performance of all officers in grade GS-13 according to the standards of HR 20-31a(3)(b), recommends Mr. Calvin W. Hicks for a Quality Step Increase.

2. Mr. Hicks performed in a superior manner as a paramilitary officer during the early years of his career, overseas and in Headquarters. A medical hold on overseas duty led to his assignment in 1967 to the Intelligence Watch/FI Staff where he has remained up to the present. Mr. Hicks has received overall ratings of "Strong" from 1968 through 1971, with his performance characterized as exceptionally proficient. Of the seven officers with whom he serves on a rotating basis, four are GS-14's. The FI Staff has recommended Mr. Hicks for promotion in 1968, 1969, 1971 and 1972, with a recommendation for QSI in 1970. None of these recommendations were approved.

3. The Board has noted that Mr. Hicks plans to retire in 1974 at the age of 50. In view of the very high regard in which he is held by the FI Staff; his record of sustained superior performance and his high dedication to the Agency, the Board recommends recognition in the form of a Quality Step Increase for Mr. Hicks.

Arthur E. Callahan

Arthur E. Callahan
Chairman

GS-13 Evaluation Board (FY 72)

CONCUR:

F.B. H... 24 72
Chief, SOD

Date

APPROVED:

Carl W... 31 Mar 72
Deputy Director for Plans

Date

Robert L. ...
Director of Personnel Date

SECRET

SECRET
(When Filled In)

QUALIFICATIONS UPDATE

READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING. TYPE OR PRINT, AVOID USING LIGHT COLORED INKS

Note that your qualifications are a matter of computer record; they must be periodically updated. This is done automatically for much information; however, some must be obtained directly from you. This form is for that purpose. Section I must be completed in all cases. You need provide other information only if there have been changes since you submitted your Form 444, "Qualifications Supplement to the Personal History Statement," or a previous update form. If you are in doubt whether information has been previously submitted, enter it in the appropriate section. The signed and dated form should be returned through administrative channels to the File Room, Office of Personnel, Room 55-13 Headquarters, whether information is added or not. Additionally, a qualifications update may take place at any time there is information to be added or changed simply by completing and returning an update form on your initiative.

SECTION I BIOGRAPHIC AND POSITION DATA

EMP. SER. NO. 056361	NAME (Last-First-Middle) Hicks, Calvin W.	DATE OF BIRTH 8 Nov 24	SD D	GRADE GS-13
--------------------------------	---	----------------------------------	----------------	-----------------------

SECTION II HIGH SCHOOL

LAST HIGH SCHOOL ATTENDED	ADDRESS (City, State, Country)	YEARS ATTENDED (From-To)	GRADUATE <input type="checkbox"/> YES <input type="checkbox"/> NO
---------------------------	--------------------------------	--------------------------	--

COLLEGE OR UNIVERSITY STUDY

NAME AND LOCATION OF COLLEGE OR UNIVERSITY	SUBJECT		YEARS ATTENDED FROM-TO	DEGREE RECEIVED	YEAR RECEIVED	NO. SEM/QTR. HRS. (Specify)
	MAJOR	MINOR				
1.						
2.						

IF A GRADUATE DEGREE HAS BEEN NOTED ABOVE WHICH REQUIRED SUBMISSION OF A WRITTEN THESIS, INDICATE THE TITLE OF THE THESIS AND BRIEFLY DESCRIBE ITS CONTENT.

TRADE, COMMERCIAL AND SPECIALIZED SCHOOLS

NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	FROM	TO	NO. OF MONTHS

OTHER NON-AGENCY EDUCATION OR TRAINING NOT INDICATED ABOVE

NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	FROM	TO	NO. OF MONTHS
1.				
2.				

SECTION III MARITAL STATUS

1. PRESENT STATUS (Single, Married, Widowed, Separated, Divorced, Annulled, Remarried) SPECIFY:

2. NAME OF SPOUSE (Last) (First) (Middle) (maiden)

3. DATE OF BIRTH 4. PLACE OF BIRTH (City, State, Country)

5. OCCUPATION 6. PRESENT EMPLOYER

7. CITIZENSHIP 8. FORMER CITIZENSHIP(S) COUNTRY(IES) 9. DATE U.S. CITIZENSHIP ACQUIRED

SECTION IV DEPENDENT CHILDREN AND DEPENDENTS OTHER THAN SPOUSE

	NAME	RELATIONSHIP	DATE AND PLACE OF BIRTH	CITIZENSHIP	PERMANENT ADDRESS
1.	<input type="checkbox"/> ADD <input type="checkbox"/> DELETE				
2.	<input type="checkbox"/> ADD <input type="checkbox"/> DELETE				

FORM 7-68 4440 USE PREVIOUS EDITIONS

SECRET

GROUP 1
Excluded from automatic
downgrading and declassification

71 AUG 1970

(4-51)

SECRET
(When Filled In)

SECTION V GEOGRAPHIC AREA KNOWLEDGE AND FOREIGN TRAVEL							
NAME OF REGION OR COUNTRY	TYPE OF SPECIALIZED KNOWLEDGE	DATES OF TRAVEL OR RESIDENCE	DATE & PLACE OF STUDY	KNOWLEDGE ACQUIRED BY--CHECK (X)			
				RESIDENCE	TRAVEL	STUDY	BOSS ASSIGNMENT
1.							
2.							

SECTION VI TYPING AND STENOGRAPHIC SKILLS	
1. TYPING (WPM)	2. SHORTHAND (WPM)
3. INDICATE SHORTHAND SYSTEM USED--CHECK (X) APPROPRIATE ITEM	
<input type="checkbox"/> CREGG <input type="checkbox"/> SPEEDWRITING <input type="checkbox"/> STENOGRAPH <input type="checkbox"/> OTHER SPECIFY:	

SECTION VII SPECIAL QUALIFICATIONS
PROVIDE INFORMATION ON HOBBIES, SPORTS, LICENSES, PUBLISHED MATERIALS, OR DEVICES WHICH YOU MAY HAVE INVENTED.

SECTION VIII MILITARY SERVICE	
CURRENT DRAFT STATUS	
1. HAS YOUR SELECTIVE SERVICE CLASSIFICATION CHANGED?	2. NEW CLASSIFICATION
<input type="checkbox"/> YES <input type="checkbox"/> NO	
3. LOCAL SELECTIVE SERVICE BOARD NUMBER AND ADDRESS	4. IF DEFERRED, GIVE REASON
MILITARY RESERVE, NATIONAL GUARD STATUS*	
CHECK RESERVE OR GUARD ORGANIZATION TO WHICH YOU BELONG	<input type="checkbox"/> ARMY <input type="checkbox"/> MARINE CORPS <input type="checkbox"/> COAST GUARD <input type="checkbox"/> NATIONAL GUARD <input type="checkbox"/> NAVY <input type="checkbox"/> AIR FORCE <input type="checkbox"/> AIR NATIONAL GUARD
1. CURRENT RANK, GRADE OR RATE	2. DATE OF APPOINTMENT IN CURRENT RANK
4. CHECK CURRENT RESERVE CATEGORY	<input type="checkbox"/> READY RESERVE <input type="checkbox"/> STANDBY (active) <input type="checkbox"/> STANDBY (inactive) <input type="checkbox"/> RETIRED <input type="checkbox"/> DISCHARGED
5. MILITARY MOBILIZATION ASSIGNMENT	6. RESERVE UNIT TO WHICH ASSIGNED OR ATTACHED
MILITARY SCHOOLS COMPLETED (Extended Active, Reserve Duty, or as Civilian)	
NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION
	DATE COMPLETED
	<input type="checkbox"/> RESIDENT <input type="checkbox"/> AGENCY-SPONSORED

SECTION IX PROFESSIONAL SOCIETIES AND OTHER ORGANIZATIONS		
NAME AND CHAPTER	ADDRESS (Number, Street, City, State, Country)	DATE OF MEMBERSHIP
		FROM TO
1.		
2.		
3.		

SECTION X REMARKS

DATE 8 Jan 1971	SIGNATURE OF EMPLOYEE Calvin R. High
--------------------	---

SECRET

FILE COPY OF STANDARD FORM 56
"AGENCY CERTIFICATION OF INSURANCE STATUS—
FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM"

on file with the Retirement Operations Branch,
Office of Personnel (x3257).

SECRET

ELECTION, DECLINATION, OR WAIVER OF LIFE INSURANCE COVERAGE FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM

IMPORTANT
AGENCY INSTRUCTIONS
ON BACK OF ORIGINAL

TO COMPLETE THIS FORM—

1

FOLLOW THESE GENERAL INSTRUCTIONS:

- Read the back of the "Duplicate" carefully before you fill in the form.
- Fill in BOTH COPIES of the form. Type or use ink.
- Do not detach any part.

2

FILL IN THE IDENTIFYING INFORMATION BELOW (please print or type):

NAME (last)	(first)	(middle)	DATE OF BIRTH (month, day, year)	SOCIAL SECURITY NUMBER
HICKS,	CALVIN	WILSON	NOV. 8, 1924	504 16 4915
EMPLOYING DEPARTMENT OR AGENCY			LOCATION (City, State, ZIP Code)	

3

MARK AN "X" IN ONE OF THE BOXES BELOW (do NOT mark more than one):

Mark here
if you
WANT BOTH
optional and
regular
insurance



ELECTION OF OPTIONAL (IN ADDITION TO REGULAR) INSURANCE

I elect the \$10,000 additional optional insurance and authorize the required deductions from my salary, compensation, or annuity to pay the full cost of the optional insurance. This optional insurance is in addition to my regular insurance.

Mark here
if you
DO NOT WANT
OPTIONAL but
do want
regular
insurance



DECLINATION OF OPTIONAL (BUT NOT REGULAR) INSURANCE

I decline the \$10,000 additional optional insurance. I understand that I cannot elect optional insurance until at least 1 year after the effective date of this declination and unless at the time I apply for it, I am under age 50 and present satisfactory medical evidence of insurability. I understand also that my regular insurance is not affected by this declination of additional optional insurance.

Mark here
if you
WANT NEITHER
regular nor
optional
insurance



WAIVER OF LIFE INSURANCE COVERAGE

I desire not to be insured and I waive coverage under the Federal Employees Group Life Insurance Program. I understand that I cannot cancel this waiver and obtain regular insurance until at least 1 year after the effective date of this waiver and, unless at the time I apply for insurance I am under age 50 and present satisfactory medical evidence of insurability, I understand also that I cannot now or later have the \$10,000 additional optional insurance unless I have the regular insurance.

4

SIGN AND DATE. IF YOU MARKED BOX "A" OR "C", COMPLETE THE "STATISTICAL STUB," THEN RETURN THE ENTIRE FORM TO YOUR EMPLOYING OFFICE.

SIGNATURE (do not print)

Calvin W. Hicks

DATE

14 February 1968

FOR EMPLOYING OFFICE USE ONLY

(official receiving date stamp)

RECEIVED
FEB 16 5 57 PM '68

See Table of Effective Dates on back of Original

ORIGINAL COPY—Retain in Official Personnel Folder

SECRET

STANDARD FORM No. 176-7
JANUARY 1958
(For use only until April 14, 1968)
176-201

SECRET

31 AUG 1967

MEMORANDUM FOR: Deputy Director for Plans

SUBJECT: Expression of Appreciation and Commendation
for the Intelligence Watch.

1. I wish to express my appreciation and personal praise for the performance of the FI/Intelligence Watch during the height of the recent Middle East crisis. I am informed that the Arab-Israeli war and its aftermath were primary factors which resulted in the Watch processing for the month of June the highest number of disseminations since its establishment. The Watch was particularly helpful to this Division in ensuring that the dissemination of the reporting on the Middle East situation was not only rapidly disseminated locally to the Intelligence Community but also promptly relayed to interested overseas military commands and CIA field stations.

2. The judgment shown by Watch officers, often under trying circumstances, was invariably sound and helpful. The worth of the Watch, particularly during the crisis situation, was once more demonstrated to all of us in NE Division.

JAMES H. CRITCHFIELD
Chief, Near East and
South Asia Division

Distribution:

Orig and 1 - Addressee

1 - C/NE

✓ 1 - C/FI/INT

1 - C/FI/INT/IW

1 - Official Copy

CALVIN HICKS

CNE INTEL:DLConnelly:vb/5425 (30 August 1967)

SECRET
(When Filled In)

VERIFIED RECORD OF OVERSEAS SERVICE										
TO: Office of Personnel, Statistical Reporting Branch, ROOM 192 Curie Hall										
EMPLOYEE SERIAL NO.		NAME OF EMPLOYEE						OFFICE/COMPONENT		
1-5		LAST		FIRST		MIDDLE		24-29		
56361		HICKS		CALVIN		W		50		
INSTRUCTIONS										
USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR.										
PCS DATES OF SERVICE										
TYPE OF DATA		ARRIVAL			DEPARTURE			COUNTRY		OMIT
		CODE	MONTH	DAY	YEAR	MONTH	DAY	YEAR		39-41
1 - PCS (Basic)		26	27-28	29-30	31-32	33-34	35-36	37-38		
3 - CORRECTION										
5 - CANCELLATION		1	08	27	55					555
TDY DATES OF SERVICE										
TYPE OF DATA		DEPARTURE			RETURN			AREA(S)		OMIT
		CODE	MONTH	DAY	YEAR	MONTH	DAY	YEAR		39-41
2 - TDY (Basic)		26	27-28	29-30	31-32	33-34	35-36	37-38		
4 - CORRECTION										
6 - CANCELLATION										
SOURCE OF RECORD DOCUMENT										
TRAVEL VOUCHER					DISPATCH					
<input checked="" type="checkbox"/> CABLE					DUTY STATUS OR TIME AND ATTENDANCE REPORT					
OTHER (Specify)										
DOCUMENT IDENTIFICATION NO.					DOCUMENT DATE/PERIOD					
1A-33511					08/27/58					
REMARKS										
PREPARED BY			REPORT ANNOTATED ON SOURCE DOCUMENT			ABOVE DATA VERIFIED CORRECT. BASED UPON SOURCE DOCUMENT CITED				
FISCAL DIVISION			DATE			SIGNATURE				
<input checked="" type="checkbox"/> FINANCE DIVISION			16 SEPTEMBER '58			Agnes E. M. Miller				

FORM 6-58 1451a

SECRET

(4-10)

SECRET
(When Filled In)

VERIFIED RECORD OF OVERSEAS SERVICE

560282 MAY 165

TO:

Office of Personnel, Statistical Reporting Branch, ROOM 5 E. 2506 Headquarters

EMPLOYEE SERIAL NO.	NAME OF EMPLOYEE			OFFICE/COMPONENT
	LAST	FIRST	MIDDLE	
1-6 056361	(Print) HICKS	7-26 Calvin	MIDDLE W.	25-28 49 WH

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (*One only*). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR.

PCS DATES OF SERVICE

TYPE OF DATA	CODE	ARRIVAL			DEPARTURE			COUNTRY	OMIT
		MONTH	DAY	YEAR	MONTH	DAY	YEAR		
1. PCS (Basic)	27	28-29	30-31	32-33	34-35	36-37	38-39		40-42
3. CORRECTION									
5. CANCELLATION									

TDY DATES OF SERVICE

TYPE OF DATA	CODE	DEPARTURE			RETURN			AREA(S)	OMIT
		MONTH	DAY	YEAR	MONTH	DAY	YEAR		
2. TDY (Basic) X	27	28-29	30-31	32-33	34-35	36-37	38-39		40-42
4. CORRECTION	2	04	01	65	04	06	65	211 WH (San Juan, PR)	
6. CANCELLATION									

SOURCE OF RECORD DOCUMENT

<input checked="" type="checkbox"/> TRAVEL VOUCHER WH-861-65	DISPATCH
CABLE	DUTY STATUS OR TIME AND ATTENDANCE REPORT
OTHER (Specify)	

DOCUMENT IDENTIFICATION NO.

DOCUMENT DATE/PERIOD

4/1/65 @ 1045 - 4/6/65 @ 1900

REMARKS

No leave

PREPARED BY	<input checked="" type="checkbox"/> REPORT ANNOTATED ON SOURCE DOCUMENT	ABOVE DATA VERIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED
<input checked="" type="checkbox"/> C & L DIVISION	DATE 4/23/65	SIGNATURE dsy
<input type="checkbox"/> C & T DIVISION		

FORM 10-64 1451a USE PREVIOUS EDITION.

SECRET

GROUP 1
Excluded from automatic
downgrading and declassification

(4-10)

SECRET

(See Filled In)

VERIFIED RECORD OF OVERSEAS SERVICE

TO:

Office of Personnel, Statistical Reporting Branch, ROOM 192 Curle Hall

EMPLOYEE SERIAL NO. 1-6	NAME OF EMPLOYEE			OFFICE/COMPONENT 28-38
	LAST (Print)	FIRST	MIDDLE	
56361	HICKS	CALVIN	W.	58

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR.

PCS DATES OF SERVICE

TYPE OF DATA	CODE	ARRIVAL			DEPARTURE			COUNTRY	OMIT
		MONTH	DAY	YEAR	MONTH	DAY	YEAR		
1 - PCS (Basic)	27	28-29	30-31	32-33	34-35	36-37	38-39		40-42
3 - CORRECTION									
5 - CANCELLATION									
	1				04	25	64		553

TDY DATES OF SERVICE

TYPE OF DATA	CODE	DEPARTURE			RETURN			AREA(S)	OMIT
		MONTH	DAY	YEAR	MONTH	DAY	YEAR		
2 - TDY (Basic)	27	28-29	30-31	32-33	34-35	36-37	38-39		40-42
4 - CORRECTION									
6 - CANCELLATION									

SOURCE OF RECORD DOCUMENT

<input type="checkbox"/> TRAVEL VOUCHER	<input type="checkbox"/> DISPATCH
<input checked="" type="checkbox"/> CABLE	<input type="checkbox"/> DUTY STATUS OR TIME AND ATTENDANCE REPORT
<input type="checkbox"/> OTHER (Specify)	

DOCUMENT IDENTIFICATION NO.

DOCUMENT DATE/PERIOD

REMARKS

PREPARED BY	REPORT ANNOTATED ON SOURCE DOCUMENT	ABOVE DATA VERIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED
FISCAL DIVISION	DATE 9/20/64	SIGNATURE Harrison L. Fabner
FINANCE DIVISION		

FORM 1451a OBSOLETE PREVIOUS EDITIONS.

SECRET

(4-10)

SECRET

Recorded by
CSPD

9 November 1960

MEMORANDUM FOR: Chief, WE

FROM : William T. Hornaday, formerly [redacted]

SUBJECT : Letter of Commendation for Calvin W. Hicks

1. This is a letter of commendation for Calvin W. Hicks for the period of 7 January - 25 August 1960. During this time he served under my command on the staff of ACFVMA Project. His assignment was Operations Officer on the ACFVMA staff, and Chief Operations Officer for the United States element of the Joint Operations Staff, serving opposite a like officer from the Allied service.

2. Hicks at all times was an outstanding member of the staff. He was zealous in his efforts to improve operational techniques to increase operational assets, and to insure that these assets were of trustworthy nature and were highly trained and qualified. His foremost thoughts were always centered on what was best for the interests of the United States. He was practical, unrelenting in his efforts, and hard-headed in his analysis of how best to deal with the Allied partners for the best interests of the United States. He was a sound staff officer, offering sound operational advice to his commander, and always submitting staff work in completed form. After giving strong support to the courses of action recommended by him, he never failed to give complete support to his commander after a decision was made, even though it controverted the course he favored.

3. Mr. Hicks has been a GS-12 since November 1956. He has amply demonstrated his complete qualifications to perform the duties of the next higher grade, and it is my conviction he has earned the right to early consideration for promotion.

4. I shall always welcome any opportunity that permits Mr. Hicks to serve with me again.

William T. Hornaday

SECRET

SECRET

25 May 1961

MEMORANDUM FOR: Chief, Finance Division
 FROM : Chief, WH/L/Support Staff
 SUBJECT : Premium Pay

Due to the recent reduction in heavy workload requirements, the following employees are no longer entitled to Premium Pay. It is requested that this entitlement be discontinued effective C.O.B. 27 May 1961. Their salaries are chargeable to Allotment #535-5000-8021.

BLAIR, William E.
 DOUGLAS, Jesse S.
 HIGGS, Calvin W.
 ISAMINGER, John W.
 KULMUK, Walter P.

NAPOLI, Louis P.
 SEEHAFER, Ralph G.
 SILEO, Anthony L.
 WARNER, Thomas D.
 WIEDBRE, Robert E.

Elshmidt
 Chief, WH/L/Support

Distribution:

- 2 - Chief, Finance Division (ea. employee)
- 2 - Director of Personnel (ea. employee)

SECRET

SECRET

11 January 1961

TO : Director of Personnel

FROM : Chief, WHJ

SUBJECT: Additional Compensation in Lieu of Overtime Payment

REF: Memo dated 11 January 1961 from SSA/JDS to DD/S, approved by DD/S, Subject: "Employee Benefits for JIATS Personnel"; and Memo dated 22 December 1960 from ADD(P) to Deputy Director (Plans), Subject: "Employee Benefits for Personnel Assigned to JIATS".

In accordance with referenced memoranda, it is requested that the personnel listed below be authorized to receive additional compensation effective 8 January 1961, at the rate of 15% of their respective rates of basic annual compensation (but not to exceed the ~~basic~~ rate for a GS-9) in lieu of payment of the regular overtime rates for irregular, unscheduled and frequent overtime.

NAME	EMPLOYEE Serial No.	TITLE	SALARY
ESTERLINE, Jacob D.	56788	OPS Officer	\$18,055
WILSON, Robert R.	509360	OPS Officer	12,990
DOUGLAS, Jesse S.	229350	OPS Officer	14,055
PHILLIPS, David A.	654300	OPS Officer	12,730
SMITH, Louis E.	612616	OPS Officer	12,210
KUZNITZ, Walter P.	064735	OPS Officer	12,730
PERKINS, John D.	56093	OPS Officer	11,675
WATKINS, Thomas D.	59794	Instructor (OPS)	9,455
HILKS, Calvin E.	56361	Guerrilla Warfare Officer	9,475
RILEY, James	60471	OPS Officer	9,660
GILBO, Anthony L.	559127	OPS Officer	7,320
BLAIR, William A.	60218	Instructor (OPS)	8,955
WEDDALL, Sidney S.	059517	OPS Officer	11,155
REYNOLDS, Robert	55407	OPS Officer	12,470
SPARKS, Ernest M.	62245	Instructor (OPS)	12,470
ERWIN, Frank S.	61901	OPS Officer	9,475
CARTWRIGHT, Cecil J.	57840	OPS Officer	9,215
CHENNING, Samuel J.	56622	ADM Officer	7,820
FORANES, David S.	63385	OPS Officer	12,210
KENT, William L.	559198	OPS Officer	9,215

All the above employees are on Allotment #535-5080-8021.

Emmett D. Echols
EMMETT D. ECHOLS

J.C. King
J. C. KING
Chief, WHJ

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T X R

<p><small>INSTRUCTIONS: COMPLETE IN DUPLICATE. THE DATA RECORDED ON THIS FORM IS ESSENTIAL IN DETERMINING TRAVEL EXPENSES ALLOWANCE IN CONNECTION WITH LEAVE AT GOVERNMENT EXPENSE, OVERSEAS DUTY, RETURN TO RESIDENCE UPON SEPARATION, AND FOR PROVIDING CURRENT RESIDENCE AND DEPENDENCY INFORMATION REQUIRED IN THE EVENT OF AN EMPLOYEE EMERGENCY. THE ORIGINAL OF THIS FORM WILL BE FILED IN THE EMPLOYEE'S OFFICIAL PERSONNEL FOLDER.</small></p>			
<p>1. NAME OF EMPLOYEE (Last) (First) (Middle) HICKS CALVIN NIKSON</p>			
<p>PLACE OF RESIDENCE WHEN APPOINTED JAVA, S. DAK.</p>		<p>LAST PLACE OF RESIDENCE IN CONTINENTAL U.S. (If appointed abroad)</p>	
<p>PLACE IN CONTINENTAL U.S. DESIGNATED AS PERMANENT RESIDENCE JAVA, S. DAK.</p>			
<p>2. MARITAL STATUS <input type="checkbox"/> SINGLE <input checked="" type="checkbox"/> MARRIED <input type="checkbox"/> SEPARATED <input type="checkbox"/> DIVORCED <input type="checkbox"/> WIDOWED <input type="checkbox"/> ANNULLED </p>			
<p>IF MARRIED, INDICATE PLACE OF MARRIAGE PETERSBURG, VIRGINIA</p>		<p>DATE OF MARRIAGE 29 Dec 1951</p>	
<p>IF DIVORCED, PLACE OF DIVORCE DECREE</p>		<p>DATE OF DECREE</p>	
<p>IF WIDOWED, INDICATE PLACE SPOUSE DIED</p>		<p>DATE SPOUSE DIED</p>	
<p>IF PREVIOUSLY MARRIED, INDICATE NAME(S) OF SPOUSE, REASON(S) FOR TERMINATION, AND DATE(S)</p>			
<p>3. MEMBERS OF FAMILY</p>			
<p>NAME OF SPOUSE CATHERINE LOUISE</p>		<p>ADDRESS (No., Street, City, Zone, State) JAVA, S. DAK.</p>	
<p>NAME(S) OF CHILDREN THERESA LOUISE MICHAEL CALVIN MARY CATHERINE LISA ANNE</p>		<p>ADDRESS } JAVA, S. DAK. SEX } FE AGE 5 M 4 FE 2 FE 9 mo. </p>	
<p>NAME OF FATHER (Or male guardian) GEORGE N. HICKS</p>		<p>ADDRESS JAVA, S. DAK.</p>	
<p>NAME OF MOTHER (Or female guardian) ANGELINE JOAN</p>		<p>ADDRESS JAVA, S. DAK.</p>	
<p>WHAT MEMBER(S) OF YOUR FAMILY HAS BEEN TOLD OF YOUR AFFILIATION WITH THE AGENCY FOR EMERGENCY PURPOSES? GEORGE HICKS (FATHER)</p>			
<p>4. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY</p>			
<p>NAME (Mr., Mrs., Miss) (Last-First-Middle) HICKS, GEORGE NIKSON</p>		<p>RELATIONSHIP FATHER</p>	
<p>HOME ADDRESS (No., Street, City, Zone, State) BOX H, JAVA, S. DAK.</p>		<p>HOME TELEPHONE NUMBER</p>	
<p>BUSINESS ADDRESS (No., Street, City, Zone, State) AND NAME OF EMPLOYER, IF APPLICABLE BOX H JAVA, S. DAK.</p>		<p>BUSINESS TELEPHONE & EXTENSION</p>	
<p>IS THE INDIVIDUAL NAMED ABOVE WITTING OF YOUR AGENCY AFFILIATION? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>			
<p>IS THIS INDIVIDUAL AUTHORIZED TO MAKE DECISIONS ON YOUR BEHALF? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>			
<p>DOES THIS INDIVIDUAL KNOW THAT HE HAS BEEN DESIGNATED AS YOUR EMERGENCY ADDRESSEE? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p>			
<p>THE PERSONS NAMED IN ITEM 3 ABOVE MAY ALSO BE NOTIFIED IN CASE OF EMERGENCY. IF SUCH NOTIFICATION IS NOT DESIRABLE BECAUSE OF HEALTH OR OTHER REASONS, PLEASE SO STATE IN ITEM 6 ON THE REVERSE SIDE OF THIS FORM.</p>			
<p>5. VOLUNTARY ENTRIES INDICATE ANY BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS</p>			

CONTINUED ON REVERSE SIDE

CURRENT RESIDENCE AND DEPENDENCY REPORT

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5. (CONTINUED)		
IN WHOSE NAME(S) ARE THE ACCOUNTS LISTED?		
HAVE YOU COMPLETED A LAST WILL AND TESTAMENT? <input type="checkbox"/> YES <input type="checkbox"/> NO. IF "YES", WHERE IS DOCUMENT LOCATED?		
HAVE YOU EXECUTED A POWER OF ATTORNEY? <input type="checkbox"/> YES <input type="checkbox"/> NO. IF "YES", WHO POSSESSES THE POWER OF ATTORNEY?		
6. ADDITIONAL DATA AND/OR CONTINUATION OF PRECEDING ITEMS		
<p> I have a safety deposit box with instructions concerning my personal and financial affairs located in the First National Bank in Washington, D.C. </p> <p> Only GEORGE W. HICKS (father) Carolyn J. Hicks (mother) Charles L. HICKS (Uncle) </p> <p> have access to this box. </p>		
SIGNED AT Washington, D.C.	DATE 14 July 1958	SIGNATURE Calvin W. Hicks

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Various pre 1960
personnel documents
i.e. applications, etc